



2008 NPI Program

Neighborhood Project Initiative Program in the West Oakland Redevelopment Project Area

The Neighborhood Project Initiative Program (NPI) is a grant program that funds one-time, small-scale, community-initiated physical improvement projects that currently have no other source of funding. The program is designed to encourage community participation in the revitalization of the West Oakland Redevelopment Project Area. Projects must be physically located in the Project Area.

Grant amount: \$1,000-\$50,000

Application Due Date: September 30, 2008

For more information contact: Ms. Hui-Chang Li * 510.238.6239 * hli@oaklandnet.com

To download the NPI application, visit: <http://www.business2oakland.com/main/westoakland.htm>

Crime Deterrent Improvements

Neighborhood Beautification

Community Identity Establishment

Community Facility Upgrades



CALL FOR PROJECTS



West Oakland Redevelopment Project Area 2008 Neighborhood Project Initiative Program

Program Guidelines and Application Procedures

Introduction

The Oakland Redevelopment Agency is pleased to announce the 2008 Neighborhood Project Initiative Program (NPI) in the West Oakland Redevelopment Project Area. The NPI program is a grant program that funds one-time, small-scale, community-initiated physical improvement projects that currently have no other source of funding. The program is designed to support existing blight reduction and beautification efforts in the redevelopment project area and to encourage community participation in the revitalization of West Oakland.

2008 is the first year the NPI Program will be launched in West Oakland. The program has been in existence since 2005 in the Coliseum Redevelopment Project Area and since 2006 in the Broadway/MacArthur/San Pablo Redevelopment Project Area. Projects funded in other areas include a community planting project on the 40th Street median, a dog run facility at Mosswood Park, street trees and planters on Telegraph Avenue, improvements to the Golden Gate and Mosswood Recreation Centers, landscaping in front of the Golden Gate Library, and a mural on the building of the non-profit Ella Baker Center for Human Rights.

Program Boundaries

NPI projects may be located on public and/or privately-owned property within the West Oakland Redevelopment Project Area. The Project Area was adopted in November 2003, and consists of three contiguous subareas as set forth in the attached project area map: Clawson/McClymonds/Bunche; Hoover/West MacArthur; and Prescott/South Prescott.

Project Categories

In accordance with California Redevelopment Law, the NPI program is designed to help fund one-time, small-scale, physical improvements that fall within the following categories:

1. ***Crime Deterrent or Safety/Health Improvements:*** Projects designed to enhance the safety of neighborhoods and/or reduce crime. These could include physical improvements such as exterior lighting, vegetation removal, and installation of fencing.
2. ***Neighborhood or Corridor Beautification:*** Projects designed to improve the appearance of neighborhoods or commercial corridors. These could include physical improvements such as new benches, street trees, decorative planters, or other street furniture. Trash receptacles are NOT an eligible improvement due to the City's contract with Waste Management.
3. ***Establishment of Community Identity:*** Projects designed to enhance neighborhood and community identity. These could include physical improvements such as murals, gateway signage, or way-finding signs.
4. ***Community Facility Upgrades:*** Projects designed to improve existing community facilities. These projects include minor physical improvements at community parks, recreation centers, libraries, youth centers, or community gardens.

Physical improvements that do not fall into at least one of the above categories may be deemed eligible by project staff on a case-by-case basis.

Eligibility Requirement

To be eligible for funding through the NPI program, projects must meet the following criteria:

1. Projects are located within the boundaries of the West Oakland Redevelopment Project Area (see attached map).
2. Grant requests must be between \$1,000 and \$50,000.
3. Projects are one-time physical improvement projects. Ongoing and/or continuing maintenance services or equipment purchases are not eligible under this program.
4. Projects are not already funded through other City programs.
5. Projects are consistent with the West Oakland Project Area Redevelopment Plan and 5-year Implementation Plan.
6. Projects are eligible for funding under redevelopment law.
7. Projects must comply with City contracting and permitting guidelines.

Improvements that are not eligible include events, services, programs, equipment purchases, trash receptacles, and on-going maintenance. The City Attorney's office will review all applications for eligibility under these criteria.

Public vs. Private Projects

NPI funded projects may be located on either public or private property. Projects on public property include improvements that are located on City streets, sidewalks, parks or City-owned facilities. Examples of projects on public property include the installation of street trees, median plantings, and improvements to City parks. Private projects are defined as projects that are physically located on privately-owned property. These projects may include the installation of fencing or barriers, exterior lighting fixtures, murals, or other upgrades to a privately-owned facility that is used by the community.

Projects located on public property must be constructed by the City of Oakland. The budget for these projects (including the requested grant amount and any matching funds) must include the full-cost of implementing the project to the City, including staff time, materials, and permits.

If you are not already working with a City staff person to develop your project budget, please contact Hui-Chang Li at (510) 238-6239 for assistance in developing the project budget for any improvements on public property at least four weeks in advance of the project application due date.

Private projects must be constructed by a private entity. Applications for improvements on private property must include the written consent of the property owner to be considered under this program. For all projects on private property, the City will require that the projects are competitively bid and will provide grant funds on a reimbursement basis only.

Who May Submit Proposals?

The following community groups and individuals are eligible to submit project proposals:

- Area residents and/or business owners
- Neighborhood Organizations
- Merchant Associations
- Neighborhood Crime Prevention Councils (NCPC)
- Redevelopment Project Area Committee (PAC) members
- Neighborhood Service Coordinators (NSCs)
- City Council members

- City Service Delivery System (SDS) teams, and
- City of Oakland Departments

To ensure that all project applications are for projects that are community priorities, all applications submitted by City departments or staff must be sponsored by one or more community organizations.

Program Budget

A total of \$200,000 has been allocated for the 2008 West Oakland NPI program. The minimum grant award per project is \$1,000 and the maximum grant award is \$50,000. Specific project budgets must include the full cost of implementing the project, including any required City permits and fees. Project budgets should also include a minimum 15% contingency to avoid any cost overruns.

If you are not already working with a City staff person to develop your project budget, please contact Hui-Chang Li at (510) 238-6239 for assistance in developing the project budget for any improvements on public property at least four weeks in advance of the project application due date.

The NPI program will not be responsible for project expenses that are over the approved grant award such as unanticipated cost overruns.

Allowable Expenses

Eligible physical improvements may include the cost of supplies, contract work, professional design assistance, City permits/fees, and City staff time for construction management and design.

Non-eligible expenses include administrative costs for project oversight, travel expenses, on-going program costs, and on-going maintenance.

Program Administration

Upon submittal, each project application will be reviewed by the City Attorney's office for eligibility under redevelopment law and conformance with the West Oakland Redevelopment Plan and 5-year Implementation Plan. The PAC will be responsible for reviewing all eligible applications, prioritizing projects, and recommending projects for approval by the City Council. Redevelopment Agency staff will be responsible for overseeing the implementation of all projects that are awarded grants under this program.

Application Procedures

Applicants must fill out the attached application. All applications are due by September 30, 2008 at 5 p.m. Please return the completed application to:

Hui-Chang Li
City of Oakland, CEDA, Redevelopment Division
250 Frank H. Ogawa Plaza, Suite 5313
Oakland, CA 94612
hli@oaklandnet.com

Please include all application materials in one submittal. Applications should include a detailed project description, project budget, and optional letters of support.



PROGRAM APPLICATION

West Oakland Redevelopment Project Area 2008 Neighborhood Project Initiative Program

DEADLINE: Applications must be received by September 30, 2008 at 5 p.m.

SUMMARY:

The Oakland Redevelopment Agency is pleased to announce the 2008 Neighborhood Project Initiative Program (NPI) in the City of Oakland's West Oakland Redevelopment Project Area. The NPI program is intended to support the blight reduction and beautification efforts of existing community and merchant organizations that currently have no other funding source. The NPI program operates as a community grant program which funds small-scale, physical improvements on public and/or privately-owned property within the redevelopment project area. The minimum grant award per project is \$1,000 and the maximum grant award is \$50,000.

This NPI Program was first launched in 2005 in the Coliseum Redevelopment Project Area and then in 2006 in the Broadway/MacArthur/San Pablo Redevelopment Area. Projects funded in other areas include a community planting project on the 40th Street median, a dog run facility at Mosswood Park, street trees and planters on Telegraph Avenue, improvements to the Golden Gate and Mosswood Recreation Centers, landscaping in front of the Golden Gate Library, and a mural on the building of the non-profit Ella Baker Center for Human Rights.

Please see the Program Guidelines for more detailed information on the NPI program and project eligibility.

APPLICATION INSTRUCTIONS:

A completed NPI application consists of two parts:

Part I: Project Summary: This page is intended to serve as the cover page to the application. Please limit your project description on this page to 1-2 sentences. It is critical to provide a singular project contact person for all applications, even if they are being submitted by a community organization, so that staff knows where to direct questions about the submittal.

Part II: Detailed Project Information: Please include the detailed description of the project in this section. It is critical to submit a project map and photos of the proposed project site to assist with the review of the application. This section of the application should not exceed 3 pages.

Typed applications are preferred for ease of readability. An editable Microsoft Word version of the NPI application can be downloaded from the City of Oakland's website at <http://www.business2oakland.com/main/westoakland.htm>.

Applicants should contact Hui-Chang Li at (510) 238-6239 or hli@oaklandnet.com if they have any questions about the program application.

SUBMITTAL PROCEDURES:

Please submit completed applications to the City of Oakland by September 30, 2008 at 5 p.m.

Mail your completed NPI application to:

Hui-Chang Li
City of Oakland, CEDA, Redevelopment Division
250 Frank H. Ogawa Plaza, Suite 5313
Oakland, CA 94612
Phone: (510) 238-6239
hli@oaklandnet.com

Hand-deliveries may be made to the Redevelopment Division office located on the 5th Floor at the address shown above.



The Redevelopment Agency of the City of Oakland
West Oakland 2008 Neighborhood Project Initiative Program
Program Application

Part I: Brief Project Summary

Project Title:	
Brief Project Description: <i>(1 to 2 sentences only)</i>	
NPI Funds Requested:	\$
Total Project Cost:	\$
Project Contact Person Mailing Address Phone number Email Address:	
Sponsoring Agency/ Organization:	
Other Project Partners or Co-Sponsors:	



The Redevelopment Agency of the City of Oakland
West Oakland 2008 Neighborhood Project Initiative Program
Program Application

Part II: Detailed Project Information

Please submit the following information as part of your NPI application. Typed applications are preferred for ease of readability. Please attach your answers to this cover page. Your application text should not exceed 3 pages.

1. The proposed project falls into the following categories (you may select more than one):

<input type="checkbox"/> Crime Deterrent or Safety/Health Improvements	<input type="checkbox"/> Establishment of Community Identity
<input type="checkbox"/> Neighborhood or Corridor Beautification	<input type="checkbox"/> Community Facility Upgrades
	<input type="checkbox"/> Other: _____
2. Is the proposed project located on public or private property? If the project is on private property, please include a letter of consent from the current property owner on record.
3. Provide a detailed description of the proposed project.
4. Describe how the proposed project benefits the community and/or addresses neighborhood blight?
5. Provide a detailed line-item budget for the proposed project. Please allow for a minimum 15% contingency in your budget to avoid cost overruns.
6. Provide a rough timeline for project implementation.
7. Attach a map or diagram showing the proposed project location.
8. Attach photographs depicting existing conditions.
9. Optional: Letters of Support
Please note that letters of support will be accepted as attachments to the application. We encourage applicants to provide letters of support from community organizations as opposed to letters from individual residents or business owners.
10. How did you hear about the NPI program? (you may select more than one)

<input type="checkbox"/> Brochure mailed/handed out to you	<input type="checkbox"/> Program Flyer
<input type="checkbox"/> City Website	<input type="checkbox"/> Member of the PAC
<input type="checkbox"/> Community Email list	<input type="checkbox"/> Other: _____

Certification

I have read the description of the Neighborhood Project Initiative program and supporting materials. I certify that the information I have provided is complete and correct to the best of my knowledge. If awarded a grant from this program, I will commit to following the procedures set forth by the City if I choose to participate in the program. I understand that I cannot start work on any improvements until my application is approved and an agreement is signed by the City of Oakland.

Applicant Signature: _____

Date: _____

West Oakland Redevelopment Project Area

Prescott/
South Prescott

Clawson/
McClymonds/
Bunche

West
MacArthur
Hoover

