



District Improvement Program

Toledo City Council established the District Improvement Program ("DIP") in 2018 to enrich the quality of life for individuals, families and business owners throughout the City and empower community members to take steps toward long-term improvements. The purpose of the District Improvement Program is to give community members an opportunity to have direct input and influence into the improvement of their neighborhoods. The emphasis of the program is to help fund capital projects not currently planned by the City that have community-wide benefit.

The continuation of the program is subject to appropriation of funding by Toledo City Council. Applications will be approved for capital projects ONLY. The projects will remain under ownership of the city.

I. Application Process

Community groups and organizations that are interested in completing a DIP project should submit a proposal containing all of the documents required in Section IV herein to the Department of Economic Development.

The Department Economic Development will review the application with the applicant to assure the proposed project meets the minimum requirements of the DIP. If additional information is needed, the applicant will be notified and permitted to submit supplemental information.

Once the Department of Economic Development has determined that the application is complete and qualifies for the DIP, the application will be scheduled for review by the DIP Review Committee, which will review the application based on the criteria identified in Section V herein and make a recommendation on the application to City Council.

II. Eligible Applicants

Applications will be accepted from community-based groups and organizations. A community-based group or organization is one whose purpose, at least in part, is to improve the quality of life in an area. Groups may be formed solely for the purpose of completing a DIP project. This can include representatives from churches, schools, business associations, and other institutions operating in that neighborhood.

The following are not eligible for the DIP:

- Single Businesses
- Political Groups
- Individuals
- Organizations that discriminate on the basis of age, gender, race, ethnicity, sexual orientation, disability, national origin, political affiliation, or religious beliefs

III. Eligible Projects

Projects must be a capital project that would be eligible under the City of Toledo's Capital Improvement Program. "Capital Improvement" is defined in Toledo Municipal Code Section 1905.14 as the original construction and/or purchase of any property, asset, or improvement with an estimated life or usefulness of five years or more, including land and interests therein, and including reconstructions, enlargements, and extensions thereof having an estimated life or usefulness of five years or more. The project must have a public benefit. All DIP projects will remain the property of the City of Toledo.

IV. Contents of Proposal

The following information **must** be included in all proposals. Please pay close attention to the details of your application or the application may not be considered complete.

- **Completed Application Form (attached).** The application should include a thorough explanation of the following.
 - **Purpose and need_**— Describe the proposed project. State the goals and objectives of the proposed project. Identify the problems or needs which will be

addressed. Identify the population that will benefit from this improvement.

- **Project Location** - Describe in detail the location of the proposed project. Identify the property owner and provide, as an attachment, proof of the owner's permission to complete the proposed project.
 - **Implementation** - Summarize the plans and timeframe for the implementation of this project. Identify the individual(s) who will be responsible for overseeing the project and briefly describe their qualifications.
 - **Support and Sustainability** - Identify plans for securing additional funding if needed to complete this project. Also identify plans to secure ongoing support and maintenance for this project.
 - **Organizational Background** - Provide a brief background and history of the community group or organization, including when and how it was established, its mission or purpose, accomplishments to date and a listing of all current programs and services.
 - **Organizational Structure** - Provide a list of board members, principal staff, directors, trustees, or key decision makers inside your community group or organization.
- **Project Budget Attachment** - Please attach a one-page project budget, which includes:
 - Projected income and expenses.
 - All sources of funding.
 - **Written Estimates - FOR PROJECTS ESTIMATED TO BE UNDER \$40,000**
 - Submit written estimates from at least three (3) contractors or suppliers who are qualified to perform the work or provide the goods that will be required for the project. It is preferable that at least one estimate is obtained from a Minority Based Enterprise (MBE) or Women's Based Enterprise (WBE) if possible.
 - Current lists of City of Toledo certified MBE/WBEs can be found at toledo.oh.gov/services/diversity-inclusion/mbewbe/
 - Projects involving personal services or labor estimated to be over \$10,000 are also subject to

prevailing rates of wages in the Toledo area for the industry involved.

- o If you have questions about meeting these requirements, please contact the Department of Economic Development for assistance.
- o PROJECTS OVER \$40,000 WILL BE REQUIRED TO GO THROUGH FORMAL COMPETITIVE BIDDING THROUGH THE CITY OF TOLEDO PURCHASING DEPARTMENT. THIS WILL BE DONE AFTER SUBMITTAL OF THE APPLICATION, BUT PRIOR TO REVIEW BY THE DIP REVIEW COMMITTEE.

V. Review Criteria

The DIP Review Committee will review applications based on the following criteria:

- Feasibility of the project and the proposed budget.
- Compliance with City codes.
- Likelihood the project will address the needs of the neighborhood.
- Longevity of the project.
- Neighborhood involvement in the project.
- Community-wide benefit.

VI. Submission of Applications

Applications will be accepted on an ongoing basis and will be considered upon submittal. Awards are subject to funds available for the applicable Council District at the time of application.

Please submit the application and all attachments requested in Section IV to:

City of Toledo
Department of Economic Development
District Improvement Program
One Government Center, 2250

Toledo, Ohio 43604
419-245-1044



District Improvement Program Application

Woman of the Old West End, Councilwoman Vanice Williams

Applicant - Community Group or Organization

Rick Akeman -419-936-2500, Megan Robson - 419-936-2306

Project Contact Person

555 N. Expressway Drive, Toledo, OH

Mailing Address

419-936-2550

Phone

Rick.Akeman@toledo.oh.gov

E-mail Address

Commons Park Electricity

Project Name

Commons Park - 2152 Robinwood Ave

Project Location

\$20,000

Grant Request

\$20,000

Total Project Budget

1. Please provide a brief description of the Project

Provide upgrades and improvements to the underground electricity at Commons Park.

- 2. Purpose and need** - State the goals and objectives of the proposed project. Identify the problems or needs which will be addressed. Identify the population that will benefit from this improvement.

Commons Park hosts a number of events and is a staple community location in the Old West End. Upgrades to the electricity would allow for more evening gatherings and improvements to the community space.

- 3. Project Location** - Describe in detail the location of the proposed project. Is this project in an area already targeted by the city of Toledo or any other state or federal agency for funding?

The address of the location proposed for improvements is 2152 Robinwood Avenue. Commons Park is located in the Old West End in the city of Toledo. The Old West End has great historical significance for the city and we support the preservation of the historic and aesthetic qualities of the neighborhood. At this time, we are not aware of any other funding for this project.

- 4. Support and Sustainability** - Identify plans for securing additional funding if needed to complete this project. Also identify plans to secure ongoing support and maintenance for this project.

The city of Toledo Facilities Division will work with the chosen contractor and the Women of the Old West End for ongoing support.

- 5. Organizational Background** - Provide a brief background and history of the community group or organization applying for the grant. Include when and how it was established, its mission or purpose, accomplishments to date and a listing of all current programs and services.

The Women of the Old West End, founded in 1969, has been organized to promote and stabilize racially and

economically integrated urban living in the Old West End of Toledo, Ohio, to improve the safety and security of the Old West End residents and property; to improve the quality of education for children within the Old West End; to improve the accuracy of information about the Old West End within and without its boundaries; to preserve the historic and aesthetic qualities of the Old West End; and to provide a means for people to meet one another and nurture friendships.

The Women of the Old West End organization, (WOWE) is a 501c3 organization which began in 1969.

Re-gentrification of this historic inner city neighborhood had begun and with that many new and old neighbors began discussing issues that needed to be addressed to save the neighborhood on many levels. Preservation, education, information within and out of the Old West End, Parks and much more was needed to keep intact the largest collections of Victorian, Edwardian and Arts and Crafts homes this side of the Mississippi.

6. **Organizational Structure** - Provide a list of board members, principal staff, directors, trustees, or key decision makers inside your community group or organization.

Today, as in past years, WOWE is committed to their Mission Statement, with members volunteering their time, talent and treasure to serve the people of our neighborhood.

WOWE meets the first Wednesday of every month. Many new and old issue's are discussed with speakers bringing new information to the meetings at different times. All neighbors are welcome.

OFFICERS:

Toni Moore, President

Carol Kutsche, Secretary

Tammy Michalak, Treasurer

Diane Duggan, Hospitality