

St. Louis County Port Authority Community Investment Fund

Public Information Sessions

July 7 and 13, 2022

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Background

- Created by the St. Louis County Port Authority in 2010
- Funded by rental payments to the Port Authority through a ground lease with River City Casino
- Administered and overseen by seven-member Port Authority Board of Commissioners

Areas of Focus

- Grants for projects and programs that promote economic and community development in St. Louis County
 - ***Economic development*** means promoting the development, growth and retention of long-term diversified business and employment opportunities that equitably generate increased wealth and enhanced quality life for a community's residents, businesses and institutions.
 - ***Community development*** is an integral part of economic development. It sustains and supports economic development by ensuring that local communities have the resources and conditions necessary to benefit from large scale initiatives.
 - Encompasses a broad range of activities and programs that build community and human capacity, and are often undertaken by non-profits, including local community development corporations.

Eligibility

- Non-profits with 501(c)(3) status
- Located in or primarily serving St. Louis County
- Funding available for programming and capital projects (e.g., construction, equipment etc.)



Funding Priorities

Business Retention & Expansion

- Loan products or funds that fill gaps in available capital
- Workforce development programs for in demand jobs
- Supporting international market expansion for local businesses

Neighborhood Economic and Community Development

- Repositioning vacant and under-utilized properties (often retail sites)
- Neighborhood infrastructures improvements
- Planning/feasibility studies
- Community planning/organization
- Neighborhood stabilization

Funding Priorities, cont.

Entrepreneurship Programs

- Supporting small business development, especially expanding opportunities for minority and neighborhood-based businesses
- Fostering innovation ecosystem development, such as financing, business technical assistance or facilities/infrastructure

Real Estate Development/Redevelopment

- Brownfield Redevelopment
- Site acquisition and assemblage
- Site preparation (pre-development - A/E, demo, infrastructure)

Targeted Industry Sector Support (based on County or Regional strategic priorities)

- Ag Sciences and Technology
- Life Sciences
- Tech (includes cyber-security)
- Advanced Manufacturing

Funding Priorities, cont.

The Port ***prioritizes*** programs or projects that ***increase economic opportunity for historically underserved individuals and/or benefit underserved or economically distressed communities.***

Schedule

- Released: June 29, 2022
- **Due date: no later than 5:00 p.m., August 10, 2022**
- Review, follow up and evaluation early August-September
- Funding decisions expected Fall 2022



Application

- General application
 - All applicants must complete
 - Required attachments
- Appendix I
 - Additional information for construction/capital projects only
- Appendix II
 - Additional Information for programmatic projects only

General Application - Background

- Applicant Basics
- Non-profit
 - Expectation that applicant will have 501(c)(3)
- Minority or women-controlled over 50% of board members minorities or women

**St. Louis County Port Authority
Community Investment Fund Grant Application**

Directions
Applicants should complete all shaded sections of this application. If a question or section does not apply to a project, please fill in with "n/a" for "not applicable."
Applications are due by 5:00 p.m., August 10, 2022 and may be submitted electronically to PortFund@stlouisco.com or in hard copy at the offices of the Port Authority, c/o St. Louis Economic Development Partnership, 7733 Forsyth Blvd., Suite 2200, Clayton, MO 63105.

Application Date: Click or tap here to enter text.

Project Title: Click or tap here to enter text.

General Information

I. APPLICANT INFORMATION

Name of Applicant: Click or tap here to enter text.

Contact Person and Title: Click or tap here to enter text.

Mailing Address: Click or tap here to enter text.

City: Click or tap here to enter text. State: Click or tap here to enter text.

Zip: Click or tap here to enter text.

Telephone: Click or tap here to enter text. Fax: Click or tap here to enter text.

Email Address: Click or tap here to enter text. Website: Click or tap here to enter text.

Type of Entity: Click or tap here to enter text.

Not-for-Profit Organization

501(c)3 entity (check one): YES NO
If no, list type of entity: Click or tap here to enter text.

Minority Controlled Non-Profit Enterprise or Women Controlled Non-Profit:

YES, which one: Click or tap here to enter text.
 NO

General Application – Key Data Points

- Timing
- Budget
- Funding Request
- Location
- Jobs

II. PROJECT REQUEST

Project Timetable: Click or tap here to enter text.

Type of Funding Requested: Redevelopment* Programmatic**

** If applying for redevelopment funding, please provide additional information requested in Appendix I*

*** If applying for programmatic funding, please provide additional information requested in Appendix II*

Total Project Budget: Click or tap here to enter text.

Amount of Funding Requested from St. Louis County Port Authority:

Click or tap here to enter text.

Identify the amount of funds from other sources: Click or tap here to enter text.

Project Location: Click or tap here to enter text.

In which County Council district(s) is the project located?

County Council District: Click or tap here to enter text.

No. of Jobs to be Created: Click or tap here to enter text.

No. of Jobs to be Retained: Click or tap here to enter text.

General Application – Project Summary

- Executive Summary
 - Brief description
 - This is your “elevator pitch”

III. EXECUTIVE SUMMARY: *(please limit Executive Summary to one paragraph. The Executive Summary should be a brief description of the proposed project.)*

Click or tap here to enter text.

General Application – Mission & Project Details

- Organizational Information
 - Mission
 - What do you do? Who do you serve?
 - Organizational capacity
- Detailed Project Description
 - What's the need and who will be served?
 - How does it fit with your organization's strategy?
 - Partners
 - Is it consistent with or advance a community plan?
 - Green or sustainability aspects?

IV. PROJECT DETAIL *(please limit each answer to two paragraphs maximum)*

Section A: Introduction and Background

1. **Mission Statement:**
Click or tap here to enter text.
2. **Give a brief organizational history with an emphasis on recent activities (especially those requesting/receiving Port Authority community investment fund support):**
Click or tap here to enter text.
3. **Provide names and qualifications of the applicant's management or management team:**
Click or tap here to enter text.

Section B: Description of Project

1. **Describe the need the project will address, and the population served by the project:**
Click or tap here to enter text.
2. **Describe the proposed project in detail, including clearly defined goals and objectives. Is this a new project, or the continuation of an existing program or project?**
Click or tap here to enter text.
3. **Describe how the proposed project meets the applicant's organizational goals:**
Click or tap here to enter text.
4. **Identify other organizations with whom the applicant will be working, and describe the roles of each organization:**
Click or tap here to enter text.
5. **Describe how the proposed project follows the guidelines/recommendations of an approved Comprehensive Plan or other development plan:**
Click or tap here to enter text.
6. **Describe any "green" or environmentally sustainable aspects of this project:**
Click or tap here to enter text.

General Application – Outcomes and Sustainability

- What will you achieve?
 - Living wage jobs?
 - Additional investment
 - How will you track your progress?
 - Outcomes
- Project Funding
 - Sustainability
 - In-kind

Section C: Expected Outcomes

1. Define the expected quantitative and qualitative outcomes of the project:
Click or tap here to enter text.
2. Describe projected community impacts, e.g., businesses served, number jobs to be created and/or retained, average wages:
Click or tap here to enter text.
3. Describe how this project will encourage additional investment and development:
Click or tap here to enter text.
4. Explain how applicant will monitor and evaluate outcomes:
Click or tap here to enter text.

Section D: Financial Pro Forma *(please provide as much detail as available)*

1. See Appendix I or II for additional detail on budget information requirements.
2. Explain the organization's funding plan for sustaining the proposed initiative.
Click or tap here to enter text.
3. Describe any "in-kind" services or goods provided, including all volunteer services and hours donated to the project.
Click or tap here to enter text.

General Application – Legal Stuff

- Assurances & Certifications

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Section E: Utilization of Minority and Women Owned Businesses

The Port Authority Board of Commissioners encourages the utilization of Minority (MBE), Women-owned (WBE), and Immigrant-owned businesses in all of its programs. Successful grantees will be required to submit documentation of utilization of MBE, WBE and/or Immigrant companies.

Section F: Litigation

Is the Applicant currently involved in any litigation which could have a material effect on its financial solvency? *(Check one)*

YES NO

If yes, please provide details:

Section G: ILLEGAL ALIEN EMPLOYMENT CERTIFICATION

1. As an authorized representative of the Applicant, I certify that the applicant does NOT employ illegal aliens and that the applicant has complied with federal law (8 U.S.C. § 1324a) requiring the examination of an appropriate document or documents to verify that an individual is not an unauthorized alien.
2. As an authorized representative of the Applicant, I understand that if the applicant is found to have employed an illegal alien in Missouri and did not for that employee examine the document(s) required by federal law, that the applicant shall be ineligible for funding provided by the St. Louis County Port Authority.

INITIALS OF AUTHORIZED REPRESENTATIVE: _____

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General Application – Supporting Documents

- Check List
 - Board member information
 - IRS 501(c)(3) determination letter
 - Letters of support
 - Audited financial statements
 - Appendix I **OR** II

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VI. APPLICATION CHECKLIST
All applicants are required to the following documents numbered 1-6 AND either document number 7 OR 8 depending on the project type.

- 1. Completed application
- 2. List of applicant organization's governing board, including affiliations and contact information
- 3. Letter of not-for-profit status (if applicable)
- 4. Illegal Alien Employment Certification
- 5. Two letters of support from organizations or individuals not participating in the project or who do not stand to gain financially from the project
- 6. Most recent audited financial statements

AND

- 7. Appendix I (for redevelopment projects only)

OR

- 8. Appendix II (for programmatic projects only)

I CERTIFY THAT ALL INFORMATION IN THIS APPLICATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Name of Applicant Organization

Authorized Signature _____ Date _____

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Appendix I – Additional Information for Construction Project Requests

- Redevelopment Projects
 - New construction
 - Renovation
- Project Schedule
 - From property acquisition to completing construction

**St. Louis County Port Authority
Community Investment Fund Grant Application**

APPENDIX I: Application for Redevelopment Funding – Additional Information

Directions
Applicants should complete all shaded sections of this application. If a question or section does not apply to a project, please fill in with "n/a" for "not applicable."

Name of Applicant: Click or tap here to enter text.

Name of Project: Click or tap here to enter text.

Amount of Funds Requested from St. Louis County Port Authority:
Click or tap here to enter text.

Total Project Budget: Click or tap here to enter text.

Section A: Timeline of Construction or Renovation
Please provide a construction schedule that identifies project milestones including but not limited to: *(Type in timeline below)*

1. land acquisition
2. government approvals/permits
3. site preparation/remediation
4. infrastructure/streets/utilities
5. commencement of construction
6. completion of construction

Timeline: Click or tap here to enter text.

Appendix I, cont.

- Detailed Project Costs, including
 - Land costs
 - Infrastructure
 - Building
 - Soft costs

Section B: Estimated Project Costs

Please provide the following information:

1. Project Costs

a. Acquisition

- i. Land [Click or tap here to enter text.](#)
- ii. Building [Click or tap here to enter text.](#)
- iii. Equipment [Click or tap here to enter text.](#)
- Total** [Click or tap here to enter text.](#)

b. Rehabilitation

- i. Building [Click or tap here to enter text.](#)

c. New Construction

- i. Building [Click or tap here to enter text.](#)
- ii. Equipment [Click or tap here to enter text.](#)
- Total** [Click or tap here to enter text.](#)

d. Infrastructure

- i. Streets [Click or tap here to enter text.](#)
- ii. Utilities [Click or tap here to enter text.](#)
- iii. Other (Specify) [Click or tap here to enter text.](#)
- Total** [Click or tap here to enter text.](#)

e. "Soft" Costs

- i. Architect & Engineer [Click or tap here to enter text.](#)
- ii. Financing Fee [Click or tap here to enter text.](#)
- iii. Legal [Click or tap here to enter text.](#)
- iv. Construction Interest [Click or tap here to enter text.](#)
- v. Other (Specify) [Click or tap here to enter text.](#)
- Total** [Click or tap here to enter text.](#)

f. Total Estimated Project Cost (Items a – e) [Click or tap here to enter text.](#)

Appendix I, cont.

- Sources of Funding
 - Equity
 - Loans
 - Grants
 - Other, e.g. tax credits
- Commitments
- Additional information that clarifies Appendix answers

Section C: Sources of Funding

Sources of Funding	Amount	Approved/Committed
a. Applicant's Equity:	Click or tap here to enter text.	<input type="checkbox"/>
b. Loans (identify by source)	Click or tap here to enter text.	<input type="checkbox"/>
c. Syndication Proceeds	Click or tap here to enter text.	<input type="checkbox"/>
d. Grants (identify by source)	Click or tap here to enter text.	<input type="checkbox"/>
e. Other (specify)	Click or tap here to enter text.	<input type="checkbox"/>
Total Sources of Funding		Click or tap here to enter text.

With respect to any outside sources of financing (e.g., loans or grants) which have been approved, attach a copy of the commitment letter and/or other documents(s) evidencing such approval.

Section D: Additional Information
Please include any additional information
Click or tap here to enter text.

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Appendix II – Additional Information for Programmatic Requests

- Budget
- Description of New Services
- Costs of New Services
- Staffing
- Sustainability of new program

St. Louis County Port Authority Community Investment Fund Grant Application

APPENDIX II: Application for Programmatic Funding – Additional Information

Directions

Applicants should complete all shaded sections of this application. If a question or section does not apply to a project, please fill in with "n/a" for "not applicable."

Name of Applicant: Click or tap here to enter text.

Name of Project: Click or tap here to enter text.

Amount of Funds Requested from St. Louis County Port Authority:
Click or tap here to enter text.

Total Project Budget: Click or tap here to enter text.

Please provide a budget with sources and uses of funds for the project.

Please answer the following questions:

1. **Detail the new services that will be provided**
Click or tap here to enter text.
2. **Provide a cost breakdown of the new services**
Click or tap here to enter text.
3. **If the new services require hiring additional staff, please provide the following:**
 - a. **List what duties the new staff will be performing**
Click or tap here to enter text.
 - b. **How many part time staff will be hired?**
Click or tap here to enter text.
 - c. **How many full time staff will be hired?**
Click or tap here to enter text.
 - d. **Will outside consultants be hired?**
Click or tap here to enter text.



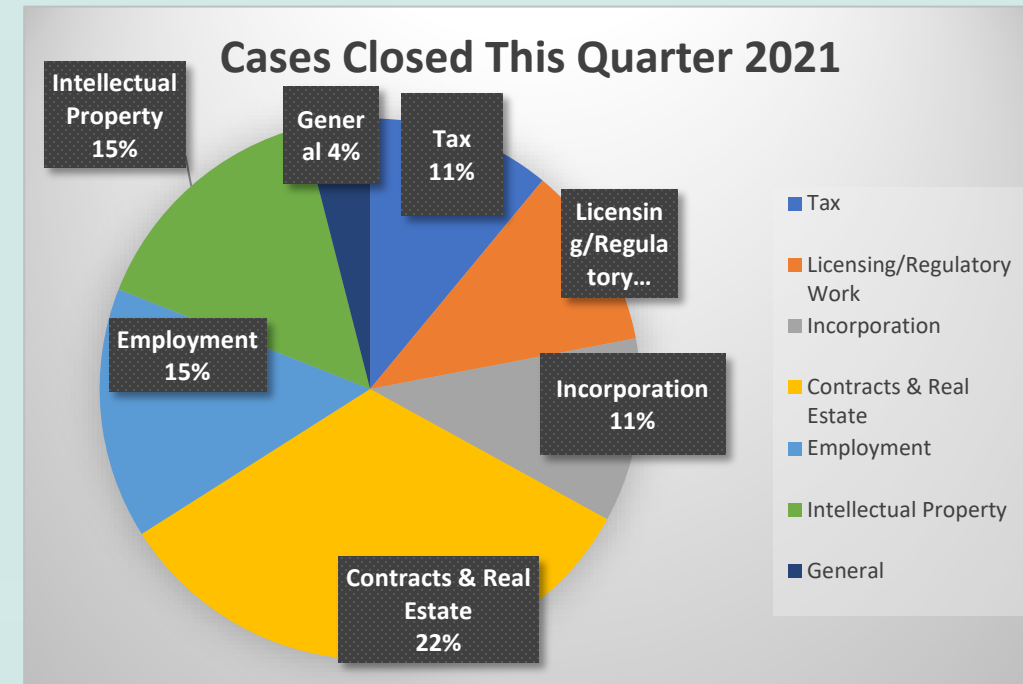
Beyond Housing

- Construction of commercial kitchen training space (build out and equipment purchases) to provide training and career opportunities in the food service industry focusing on residents in 24:1 community
- Business Retention and Expansion (workforce development)



Legal Services of Eastern Missouri

- Staffing and programmatic support to expand micro-enterprise program, providing free legal and educational services for minority and women entrepreneurs in North St. Louis County
- Entrepreneurship/Innovation



Spanish Lake CDC

- Community engagement and feasibility planning for development of a community hub/town center in Bellefontaine Corridor in North County
- Neighborhood Economic and Community Development



executive summary | spanish lake town center land use master plan

The Spanish Lake Town Center Land Use Master Plan aims to direct investment into Spanish Lake and is centered on building community. A robust community engagement process has driven the vision for the Town Center, while a concurrent market feasibility analysis has helped align residents' vision with market realities. Many aspects of the plan can move forward concurrently and independently. While there will be short-term successes, many parts of the plan are long-term. The Town Center Land Use Master Plan, along with the work of the Spanish Lake Community Development Corporation and the future St. Louis Zoo Wildcare Park, will continue to position Spanish Lake for success.

“The Spanish Lake Town Center Land Use Master Plan is an action plan.”



Final Thoughts

Frequently Asked Questions – available on webpage

Other Questions? PortFund@stlouisco.com

Deadline: 5:00 pm, August 10, 2022

Thank you!