



**City of Prineville**  
**DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT**  
**CITY HALL**  
**387 N.E. THIRD STREET**  
**PRINEVILLE, OR 97754**  
**(541) 447-5627**

December 6, 2017

To: City Council  
 From: Phil Stenbeck, CFM, Planning Director  
 Re: Downtown Strategic Plan (DSP) Committee Grant Program.

This memorandum is an update on the Downtown Strategic Plan (DSP) Committee Grant Program. At the last DSP Committee, the Committee ranked the 6 grant applications that were received for the downtown enhancement grant program. The projects were ranked 1 to 6 by the committee.

As you may recall, the City Council has budgeted \$10,000.00 annually for the last two for this program. The maximum award is \$2,500.00 at a 50% match which means the project would need to cost in excess of \$5,000.00 to qualify for the maximum \$2,500.00 grant.

This year six applications were received for a total of \$10,884.25 with the DSP Committee recommending an expenditure of \$10,396.75. Once again, the Chamber of Commerce is proposing to partner with the City to fund all six projects if approved by the City. The Chamber has indicated it will pay the stop gap of \$396.75. The applications are attached for your review and the ranking from the Committee are listed below.

<b>DSP Grant Program Application Evaluation</b>							
Project Name	Project Letter	Project Dollars	Grant Request	Committee Recommends	Match	Ranking	Committee Value
Dad's	A	\$3,000.00	\$1,500.00	\$1,500.00	50%	2	17
Posie Shop	B	\$4,600.00	\$2,000.00	\$2,000.00	56%	4	41
Cheytowne	C	\$50,000.00	\$2,500.00	\$2,500.00	95%	1	13
Inspirit	D	\$21,600.00	\$2,500.00	\$2,500.00	88%	3	39
Soroptomist	E	\$975.00	\$975.00	\$487.50	50%	6	56
3rd Street	F	\$2,818.50	\$1,409.25	\$1,409.25	50%	5	44
		<b>\$82,993.50</b>	<b>\$10,884.25</b>	<b>\$10,396.75</b>			
		<b>87%</b>	<b>13%</b>				

At this time Staff is asking for the Council to direct staff to contact the applicants about their rankings and move the applications into the grant process.