

Proposed List of what goes in to the application itself

What is the Measure J funding program?

What does this funding program provide? The goals of the program? What will application reviewers look for?

What funds are available?

Who can apply for these funds?

How to apply?

Submission procedures and timelines/deadlines

Measure J application A

Resident or neighborhood submission/application for streets, bike path maintenance, traffic related

Applications submitted to Public Works to go on project list, on a schedule or at a time to be determined, list goes to City Council for review and decision

Measure J application B

Phase one

Contact information

Organization Information

Project overview or summary

Proposal/project need statement

Who benefits from the project?

Review and evaluation by commission. If yes, proceed to phase two

Phase two

City Staff review will determine docs City requires

Project Details: Drawings, photos, design approval?

Timeline from start to finish

Maintenance plan for the project

Project sustainability

Organization or individual Business Plan for the project

Organization/individual history including purpose, goals, accomplishments

5 year business plan

Income statement

Budget for the organization

Expenses for project

Total budget for project

Board of Directors or Principals of business

Guarantee/guarantor for project

Significant collaboration with other organizations

Benchmarks for the project?

Disclosure of interest

Agency Certification: Insurance, workers' comp, etc.

Application Evaluation Criteria—consistent with goals for the program

City of Palm Springs

Measure J Funding for City Programs and Projects

What is Measure J funding? On November 8, 2011, Palm Springs voters approved ballot Measure J, which, effective April 1, 2012 increased sales tax on retail transactions, sales and use tax rates in the City of Palm Springs from 7.75% to 8.75% for a period of 25 years. Measure J authorizes the 1% increase be used to help preserve Palm Springs City and community services and economically revitalize the Palm Springs downtown area. *(For additional information on the ballot measure and the supporting ordinance, go to www.psmeasurej.com)*

As a result of the successful passage of the Measure J Initiative the Palm Springs City Council established the Measure J Oversight Commission currently consisting of 11 Palm Springs residents. This commission will create, review, recommend, oversee, and monitor the application for and the expenditures of Measure J funds.

What are the goals of the Measure J funding program? *Here or someplace in the application, we need to give reader/prospective applicant an idea about the kinds of projects the commission/council/city is looking for.*

Who can apply for Measure J funds? Individual citizens, neighborhood organizations, businesses and organizations of Palm Springs are encouraged to think about ideas for projects that will enhance the livability and overall quality of life for people who live, work and play in our City!

How are projects selected? After a thorough review, ranking, and evaluation of all applications received and in consideration of the evaluation criteria provided in the application, the Measure J Oversight Commission will provide their recommendations for projects to the Palm Springs City Council. City Council will review the recommended applications and select projects for funded.

The amount of funds available for Measure J funding is limited and the Measure J Commission fully expects to receive more requests than can be funded. Applications meeting the parameters of the Measure J ballot initiative, are fully and accurately documented in this application, and which best meet the included Evaluation Criteria will be considered for recommendation by the Measure J Commission to the City Council. The decisions of the Measure J Commission as to the merits of any application for the use of Measure J funds are recommendations. City Council will make all final decisions as to the use of these funds.

What are the timelines for the application process?

Application for Measure J Revenue Project Funding

How do I apply? Identify the project you will apply for and complete the appropriate application as identified below. Submit all documents provided or requested by either funding application A or funding application B.

If your application for funding is for items on the list below, complete **funding application A** at xyz@palmsprings-ca.gov and submit on line. You can track the progress of your application at this site under tracking.

- Street repair
- Street Sign
- Traffic Signal
- Curb or gutter repair
- Striping
- Bike path related
- Sidewalk
- Street trees
- Traffic investigation
- other

Applications for funding NOT on the above list, complete all pages provided for **funding application B** at abc@palmsprings-ca.gov and submit on line. You may print the application packet and submit completed forms at the City Clerks office. You can track the progress of your application at this site under tracking.

- Contact information
- Organization information
- Project overview or summary
- Proposal/project need and benefit statement

What are Submission Procedures and Deadlines?

- Applicants are required to submit one originally signed Request for Measure J Revenue Project Funding package with Exhibits and three (3) three-hole punched double-sided photocopies of the unbounded package including Exhibits A through XXXX on white 8.5" x 11" paper.
- Only applications proposing projects and/or programs which serve the residents and the City of Palm Springs will be considered for funding with Measure J funds.
- A complete application includes each of the forms provided on the appropriate web site. Instructions for completing the forms are provided. Exhibits or attachments to the package will be scanned and attached.
- Applications must be complete. Incomplete applications will not be accepted.
- Do not attach any documents other than those requested in this application.
- Applications must be typed or neatly printed in black ink. Proposals that are not legible will not be considered.
- All package submissions **must** be received no later than 3:00 P.M. (local time) on THURSDAY, XXXXXX, 2012 in the Office of the City Clerk located at Palm Springs City Hall, 3200 E. Tahquitz Canyon Way, Palm Springs, CA 92263.
- Late applications will not be accepted.

Funding Considerations? The City expects to receive more requests for funding than there are funds available. The application reviewers will use rigorous criteria to evaluate each of the applications and to accept the submittals that in its judgment will be in the best interest of the City & the residents. The City reserves the right to reject any and all submittals and to accept the submittals that in its judgment will be in the best interest of the City & the residents. Acceptance of an application does not obligate the City to fund.



www.palmsprings-ca.gov



Measure J Application A

Request for Streets Maintenance and Traffic Management

Place a check mark next to the item that most closely describes the repair or remedy you are requesting.

- | | | |
|--|--|--|
| <input type="checkbox"/> Street repair | <input type="checkbox"/> Street Sign | <input type="checkbox"/> Traffic Signal |
| <input type="checkbox"/> Curb or gutter repair | <input type="checkbox"/> Striping | <input type="checkbox"/> Bike path related |
| <input type="checkbox"/> Sidewalk, Street Tree | <input type="checkbox"/> Traffic investigation | <input type="checkbox"/> Other Issue |

Today's Date:

Name of requesting party:

Address:

City:

Daytime telephone:

Cell phone:

Email address:

Address or location of problem

Describe the problem in 200 words or less:

Describe the remedy you would like the City to consider:

Attachment 1: attach a map of the location of the problem clearly marked

Attachment 2: attach a photograph of the problem if applicable

Submit this request to Public Works by email....., fax 760-322-8371, USPS or drop it off at City Hall. 3200 Tahquitz Canyon Way, Palm Springs, CA 92262

Project/TIR:

Track request at City Website

Make a statement about how application is processed.



Form 1: Measure J Funding Application B

Applicant Information: Check one

Individual Submission

Full Name:

Palm Springs Mailing Address:

Telephone number:

Cell Phone number:

e-Mail address:

Business Submission

Name of Business:

Date Business established:

Business Contact Person/Title:

Business Address:

Business e-Mail Address:

Business Telephone Number:

Fax number

Business Website:

Palm Springs Neighborhood Organization

Is your neighborhood organization a member of PSNIC? ___ yes ___ no

Name of neighborhood organization?

Date Neighborhood Organized?

Neighborhood Organization Contact Person and Title:

Contact telephone number

Cell:

Contact Mailing Address

Contact email address

Neighborhood Organization web site:

Organization

Legal Name of Organization:

Type of Organization:

IRS 501c (3) Tax ID Number

Other (Describe):

Date Organization Founded

Organization Address:

Organization e-Mail Address:

Organization Website

Organization Contact Person/Title:

Organization Telephone Number:

Fax number



Form 2: Measure J Funding Application B

Proposal Information

A. Measure J Project Funding Request is considered to be in the following category/categories (check all that apply):

- Enhanced Quality of Life
- Public Safety/Crime prevention
- Sustainability/Green/Environmental
- Neighborhoods/Parks/Recreation
- Arts – Library
- Seniors
- Youths
- Downtown Development
- Streets, traffic related, mass transit
- Non-motorized transportation
- Historical Sites
- Educational
- Legacy Project
- Non Profit
- Tourism
- Other _____

B. Please provide a short identifying title for your program or project,

Proposal Title: _____

C. In 200 words or less, please clearly describe your proposed project or program. Is this enhancing what we already have? Resolving a community “problem” or unmet “need”?

D. In 200 words or less, please describe the need for and benefits you expect your proposed project or program would provide to Palm Springs residents, visitors or other groups.

E. In 200 words or less, please describe how and to what extent this project is unduplicated in the community, meets the identified need(s) of the target population and is significantly different from any other efforts/projects/services elsewhere in the City of Palm Springs.

F. List any significant collaboration with other organization(s) that will contribute to the success of this proposed project.

Estimated number or/ estimated percent of Palm Springs Residents to be served by this project: _____

Age(s) of Palm Springs Citizens To Be Served: _____

Palm Springs Neighborhood(s) To Be Served: _____

Group(s) To Be Served: _____



Form 3: Measure J Funding Application B

Funding Information

Amount of Measure J Project Funding requested: **This could be a table**

Measure J Funding Requested	\$ _____
Applicant Provided (if any)	\$ _____
Other funding (if any describe below):	\$ _____
Loans	\$ _____
Program Income (if any describe below):	\$ (_____) _____
TOTAL	\$ _____

Describe "Other funding" listed above. Is this funding **secured or conditional**?

Describe "Program Income" above

Applicant Signature: _____

Applicant Name (Typed or printed) _____

Applicant Title (If for business or organization): _____

Date: _____

WORKING DRAFT WORKING DRAFT August 20, 2012 Revision 6 Mod 3

Application for Project Funding Evaluation Worksheet

To Be Used by the Measure J Commission in Evaluating This Application for Project Funding Request



Name of Applicant: _____ Date Submitted _____

Individual ~~Community Association~~ *Neighborhood Organization* Business Other Organization

Indicate if submitted by 501c(3) organization No Yes If yes indicate IRS ID# _____

Commission Action Taken:

Accepted for evaluation Returned for further information Forwarded to Staff for Review/Price Estimation Rejected

If Rejected reason for rejection Incomplete Does not meet Measure J Funding Rqmts

Other reason for rejection: _____

where in applic are these defined? vary weight

Evaluation Factor Point Value	No 0	Marginal 1-2	Somewhat 3-5	Yes 6-9	Exceptional 10
1. Does this project/program/service improve the health and safety of our residents and visitors? Comment					
2. Does this project/program/service benefit the majority of the residents of Palm Springs Comment					
3. Does this project/program/service make Palm Springs a better place to live and work and visit? Comment					
4. Does this project promote the growth of tourism in Palm Springs? Comment					
5. Does this project contribute to the revitalization of downtown Palm Springs? Comment:					
6. Does this project/program/service improve the beauty of the City of Palm Springs? <i>enhance</i> Comment:					
7. Does this project/program/service provide long term value to the City of Palm Springs? <i>define legacy project</i>					
8. Does this project/program/service provide a positive return on investment for the City of Palm Springs? Comment:					
9. <i>Create jobs in Palm Springs?</i> Comment:					
10. <i>Is the project Sustainable?</i> Comment: <i>Is the project Green?</i>					
Point Sub Totals					
Evaluation Total Points					

Date Reviewed: _____ Reviewers (Circle and initial all that reviewed and/or evaluated):

Bloomer _____ Cohen _____ Dada _____ Glass _____ Hammond _____ Marshall _____
Moon _____ Towner _____ Vogel _____ Watts _____ Williams _____

Measuring

**City of Palm Springs
CDBG 2012-13 Program Year -
Application RFP Timeline**

*This is the CDBG
Time line after
Dale has been doing
for 12 years. Consider
as a guide for M&J
place to begin
a process
conversation*

Mon, January 2 nd	Email to City Department Heads
Tue, January 3 rd	Email/Mail RFP Announcement to Agencies about Website Registration
Wed, January 4 th	News Release Announcing RFP
Thurs, January 5 th	1 st Public Notice in General Circulation Newspaper
Sun, January 29 th	2 nd Public Notice in General Circulation Newspaper - required to be no later than ten (10) days <u>prior</u> to Submittal Deadline
Thurs, February 2 nd , 4pm	RFP Workshop in Council Chamber
Thurs, February 9 th , 3pm	RFP Submittal Deadline
Mon, February 13 th	Distribute Submitted RFP's & Evaluation Criteria to Citizen Advisory Committee (CAC)
Thurs, February 16 th	CAC Public Hearing Notice Published in General Circulation Newspaper
Thurs, February 23 rd , 1pm	2012-13 CDBG CAC Public Hearing in Council Chamber
Mon, February 27 th	CAC Meeting to formulate Allocation Recommendations
Thurs, March 1 st	CAC Presents Recommendations to Community & Economic Director
Mon, March 5 th	Draft Staff Report Due to City Clerk
Tues, March 6 th	Revised Final Report Due to City Clerk
Wed, March 7 th	Annual Action Plan Notice of City Council Public Hearing Published in General Circulation Newspaper
Thurs, March 8 th	City Council Agenda & Staff Report Published & Posted on City Website
Wed, March 21 st	2012-13 CDBG Public Hearing & Budget Adoption
Mon, April 9 th	'Draft' Annual Action Plan Notice of Availability Published in General Circulation Newspaper
Thurs, May 10 th	CDBG Annual Plan Submitted to HUD
Thurs, May 17 th	Letters Of Award Issued to Subrecipients
Tue, June 5 th	Subrecipient Agreements Executed
Thurs, July 1 st	Programs/Activities Begin
On-going	Site Monitoring
Sun, June 30, 2013	Programs/Activities Completed
Wed, July 11, 2013	Staff Closes-out 2012-13 Program

GOALS AND FUNDING PRIORITIES

These are the goals remaining from cdbg application and several we added that could fit into Measure J funding priorities..we will need to wait to see what comes out of that ad hoc committee before completing this section.

The Measure J Oversight Commission identifies xxx goals for Measure J funding, as follows:

1. Projects that build on the character of Palm Springs making it an even better place to live, work and play.
2. Projects that enhance the quality of life in Palm Springs: parks, bike ways, bike parking, walking trails, Street trees, downtown and other public gardens, outdoor seating and lighting, artwork, signs, access.
3. Enhance Crime Awareness through neighborhood organization and involvement, community preservation and community policing services
4. Support or provide funding for programs that offer services and or supportive housing to assist homeless individuals and/or families
5. Support natural disaster preparedness: awareness, services and response in the aftermath of natural disasters.
6. Create economic opportunities thru activities related to economic development, commercial revitalization, or job creation.
7. Availability/Accessibility applies to activities that make services, infrastructure, public services, public facilities, housing or shelter available or accessible to people, including persons with disabilities.
8. Promote Livable or Viable Communities: projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable and attractive.