

**Chester County  
Department of Community Development  
Landscapes 21<sup>st</sup> Century Fund  
Community Revitalization Program Guidelines**

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**2020 Application Conference Call:** Thursday, February 20, 2020 at 1:30 p.m.

- Call-in number: 1-800-220-9875; participant passcode: 35359109

**2020 Application Deadline:** Thursday, March 26, 2020 at 3:00 p.m.

**Questions:** For more information about the Community Revitalization Program (CRP), contact Zachary Nelson, Chester County Department of Community Development (DCD) Redevelopment Coordinator, at 610-344-6789 or [znelson@chesco.org](mailto:znelson@chesco.org).

Please direct all technical questions related to the online application to Trish Hennessy, Planner II, at 610-344-5412 or [phennessy@chesco.org](mailto:phennessy@chesco.org).

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**Purpose:** To support development and redevelopment through revitalization efforts in Chester County's urban centers.

**Eligible Municipalities:** Chester County urban centers, including the 15 Boroughs and City of Coatesville. View DCD's [Data page](#) for maps of each urban center.

**Eligible Activities:** Urban revitalization efforts for municipally-owned infrastructure. Maximum funding amount shall not exceed \$1,000,000 per year. Activities should focus on increasing urban center taxable assessments and supporting smart growth practices, including but not limited to:

**Infrastructure Improvements:**

- Bike lanes
- Bus shelters
- Floodplain management
- Installation of sewer, water, and stormwater mains
- Installation of storm sewer inlets
- Parking facilities
- Sewer or water plant upgrades
- Sidewalk and curb reconstruction
- Storm drainage improvements
- Streetlight improvements, trees, and benches
- Street reconstruction
- Traffic calming measures

**Economic Development:**

- Elimination of Urban Blight: including acquisition of vacant, abandoned, or blighted properties, blight removal, and abandoned property demolition.

**Planning Prerequisite:** To be eligible for funding, the proposed activity must be identified in an adopted Urban Center Revitalization Plan and/or Urban Center Improvements Inventory (UCII).

**Matching Fund Requirement:** Urban centers are eligible for a maximum reimbursement of 75% of the total project costs up to the maximum grant award. The required matching funds (25% of the total project costs) may come from any source (municipal, state, etc.) other than County funds. Expenditures for the cost of the revitalization plans do not count toward satisfaction of this matching fund requirement.

**Exception: Revitalization Incentives:** To make the Landscapes 21st Century Fund programs accessible to all municipalities, the Chester County Board of Commissioners adopted a policy of offering “revitalization incentives” to the smallest municipalities with the least affluent populations. Eligibility is based on a variety of criteria and leads to reduced matching fund requirements through a tiered system of “primary incentives” and “intermediate incentives.”

**Primary Incentive:** maximum reimbursement of 95% of the total project costs up to the maximum grant award.

Atglen	Avondale	Coatesville
Elverson	Modena	Spring City
West Grove		

**Secondary Incentive:** maximum reimbursement of 85% of the total project costs up to the maximum grant award.

Honey Brook	Oxford
Parkesburg	South Coatesville

**Soft Costs:** The urban centers within the Primary and Intermediate Incentive designation, after County review and approval, may use up to 10% of the awarded Community Revitalization Program grant amount for activity specific soft costs. The soft costs must be municipally owned and may include engineering and legal fees, and other pre-construction expenses necessary to complete the activity. The urban centers are still responsible to meet the Community Revitalization Program’s match requirements.

**IMPORTANT NOTE:** Eligibility for revitalization incentives does not guarantee a grant award. All applicants must meet the general eligibility requirements and follow the procedures outlined in the program guidelines and grant application.

**Application Process:** To apply for funding, urban centers must submit DCD's [online application](#) during the annual CRP application process. Late submissions will not be accepted.

Proposals will be evaluated according to the following factors:

- A. Degree to which the activity relates to the goals and actions outlined in the Urban Center Revitalization Plan.
- B. Degree to which the activity addresses identified community needs, supports smart growth practices, and will increase the urban center's taxable assessments.
- C. Degree to which the activity includes coordination and collaboration with other community development activities in the same neighborhood or vicinity or is linked to other activities or community efforts outside of the immediate vicinity.
- D. Extent to which benefits exceed activity costs.
- E. Applicant's capacity and experience in administering an activity in an efficient and timely manner.
- F. Financial feasibility of the proposed activity in terms of effectively estimating activity costs and identifying all cost elements.
- G. Degree to which the activity is in a state of readiness, including environmental concerns, historical concerns, site control, zoning, project schedule, etc.

## **Application Requirements:**

### **Required:**

- Exact project location map
- Current annual budget
- Engineering plans
- Signed property tax certification form
- Evidence of liability insurance
- Most recent financial audit
- Adopted municipal resolution that includes activity description
- Project budget
- Project timeline

### **Optional:**

- Letters of support
- Proposed site conditions
- Additional photos or maps
- List of other public works projects



## Community Revitalization Program Application Referenced Websites

- **Chester County Department of Community Development:**  
[chesco.org/ccdcd](https://chesco.org/ccdcd)
- **CRP Application Availability Page:**  
[chesco.org/1924/Apply-for-Grants](https://chesco.org/1924/Apply-for-Grants)
- **ChescoViews:**  
<https://www.chesco.org/2198/ChescoViews>
- **Urban Center Improvement Inventory:**  
[chescoplanning.org/MuniCorner/UCII/ViewProject1.cfm](https://chescoplanning.org/MuniCorner/UCII/ViewProject1.cfm)
- **2018 – 2022 Consolidated Plan:**  
<https://www.chesco.org/DocumentCenter/View/45342/Con-Plan-2018-2022-w-2018-Action-Plan>
- **Landscapes3:**  
<https://www.chescoplanning.org/Landscapes3/>
- **Chester County DCD Strategic Business Plan:**  
[chesco.org/DocumentCenter/View/17379](https://chesco.org/DocumentCenter/View/17379)
- **Municipal Low / Moderate Income Identification Maps:**  
[chesco.org/276/Data](https://chesco.org/276/Data)
- **CRP Application Webinar:**  
<https://youtu.be/GvzljcwApdo>
- **Smart Growth America:**  
<https://smartgrowthamerica.org/our-vision/what-is-smart-growth/>