

# City Grants for the Rehab & Construction of Creative Space Webinar

Wednesday, October 23, 2024

Questions & Answers from the Zoom Q&A | Questions have been clustered by type.

## Grant Program Eligibility

Can you apply for CDG grant and NOF grant at the same time?	You can apply for both programs but can only accept one award.
Can we apply nof and small grant at the same time	You can apply to multiple programs at the same time, but can only accept one type of support for one project. You can however apply for more than one project and secure different funding for each.
I may have missing this. If we are current awardees of a Community Development Grant, would we be able to apply/accept for a different project?	For CDG-S, you can apply again as long as it is a different project.
But not for medium and large? For instance, if we received a CDG grant, could we apply for NOF as well for a different project?	If you've been awarded a different city grant, that does not preclude you from applying for a medium or large grant, but it may jeopardize the status of that other grant, so aim to apply for only one grant per project.
For the small CDG where the proposal is for a commercial storefront in a mixed-use building, does the building need to have a minimum of 10 units for the project to be eligible?	No, the unit minimum only applies for the Medium and Large programs.
Do interior renovations of a creative, commercial space that is publicly accessible (no storefront but open to the public) qualify for any of the NOF / SBIF grants?	For SBIF and NOF: All applicants for commercial properties who are approved for a grant of \$25,000 or greater shall be required to make at least one exterior improvement using at least ten percent (10%) of the maximum amount of their approved grant, including but not limited to, facade repair, windows and doors, signage, and other exterior improvements subject to DPD approval.
Can grants be stacked?	SBIF, NOF, and CDG grants cannot be stacked.
Can an entity apply for multiple grants at once for the same location or project?	Yes, but you can only use one. If you get approved for two, you will have to choose between the DPD grants.
Are you still eligible for CDG or SBIF grant, if you've received CityArts funding or other DCASE granting?	Yes
Can an entity have multiple locations that apply for multiple grants ? (i.e. entity A has site 1 (applies for NOF) site 2 (Applies for SBIF/TIF) site 3 (applies for another grant program).	Yes
Does the receipt of an ETOD grant in 2023 disqualify an organization from applying for this opportunity?	Please email <a href="mailto:hannah.jones@cityofchicago.org">hannah.jones@cityofchicago.org</a> and I will follow up with you.
Can you reiterate the time frame to apply between Grants? example, if I received NOF and want to apply for CDG. Can apply while a project is currently being completed?	For the small grants, you can apply 3 years after the last grant for that property paid out. If the you are applying for a different property, there is no waiting period.

This is all needed prior to applying correct... like locations, bids, the paperwork prior to and more?	Locations are required for all applications. SBIF requests bids after determining applicant eligibility, about two-three months after application. However, the other programs require bids as part of the application.
Could any of the capital grants be used to improve facilities that house City services? Such as commercial spaces that include City Clerk offices, etc	No facilities that house government agencies are eligible.
We're a non-profit arts space. Does revenue-generating include selling tickets to our shows?	Yes! We would consider that revenue generating.
Revenue Generation- Can this include community gallery rental that is a rental space in the building?	Yes!
Can you apply for a rehabilitation grant if you are a tenant? Or does the organization need to be the owner?	A tenant can apply, but of course ensure that all proposed plans are approved by the property owner. SBIF requires owner's approval in writing.
This site allows commercial use (had an auto shop on it prior), just not a performance space.	If you're intending to apply for a performance space project, we strongly encourage that any zoning issues be resolved before applying for grant assistance. All applicants are responsible for making sure their sites have appropriate zoning for their proposed uses. Those are separate processes than applying for a grant.
How much assistance can DPD provide for expedited zoning review of awarded projects?	DPD would encourage that interested applicants pursue any needed zoning relief prior to applying for a grant.
We are a non-profit with land within an R-2 zone. There are services we can provide within this zone, and want to expand the structure for our programming. Is that considered a residential business or might it be eligible?	We would look at the business type, not the designation of the zone itself (assuming that the proposed activity is allowed by the current zoning designation). If a business is looking to do something that isn't allowed under the current zoning, we would encourage pursuing a resolution to any zoning issues before applying for a grant.
Are event spaces only funded by NOF and CDG? Not sbif?	NOF and CDG grants pertain to revenue-generating uses. Start up event spaces are not eligible for SBIF. They must be open for at least one year to be eligible for SBIF. See SBIF rules for more information.
<b>Project Timelines</b>	
What is the timeline for a proposal "ready to go and completed in 2 years?" Does the timeline start at the submission phase or acceptance phase?	From acceptance phase
<b>Eligible/Ineligible Expenses</b>	
If our organization wins a large grant are we able to purchase or negotiate purchasing a property that is already owned	Could you clarify please? Grant funds can be applied to property acquisition, yes.

Installing a lift in order to make a small below-ground-level psychotherapy practice wheel chair accessible sounds like it may be too small of a project for these grants. Is that right? Total quote for lift and install is \$8,000.	Our grants do not cover equipment, so we would consider this ineligible.
For small and medium CDG and NOF grants, would roofing work on both the residential and commercial part of a mixed-use building be eligible expenses?	For NOF, roofing may not be eligible if there is a residential component. SBIF and CDG can cover roofing in mixed-use buildings, but may prorate the residential use, depending on the project.
If acquisition has already happened could the grant be used for the loan debt as well?	Acquisition costs can be included in the proposed project budget. These costs are eligible uses of grant funds, provided they are associated with substantial construction or rehabilitation work, such as acquiring a vacant lot to construct a new store. Requests for real estate acquisition costs without an associated redevelopment project will not be considered for funding. SBIF only pays for acquisition costs under very specific circumstances - purchase of adjacent property of an existing business for expansion or parking.
<b>Reimbursement</b>	
Do large and medium projects follow the same reimbursement schedule at these small project milestones?	Large and Medium grant reimbursements can take place at milestones determined in a redevelopment agreement between the awardee and the city, either at milestones or as a lump sum at project completion.
Are there any situations in which SBIF would be willing to distribute funding in phases up front rather than as reimbursement?	No.
<b>Grant Calendar &amp; Cycles</b>	
Does anyone know when the Selections for the Large NOF Grant that closed in August will be determined?	Announcement of awardees is planned for before the end of 2024.
Will the NOF and CDG grants be available again next year? Or is this a one-time program?	NOF will be accepting applications on a rolling basis, year round, NOF will establish quarterly deadlines. If an application is submitted after the deadline, it will roll over for the next quarterly deadline.
Is there a plan to offer the CDG grant again? We're applying to build an elevator to make our arts space accessible, but I'm not sure we'll be able to get our permits and contractor bids in time for November 8th.	Yes, there will be additional rounds of CDG grants in 2025. Sign up for DPD email updates to get alerts: <a href="https://cloud.citynews.chicago.gov/Sign_up_dpd">https://cloud.citynews.chicago.gov/Sign_up_dpd</a>
Is there a rotation for the TIF districts, for example Madison/Austin has have 2 roll outs (Nov 21 and June 24), is there any indication about when there might be another roll out?	Yes. If we have funding available, we try to roll out SBIF funding in each TIF every 12-18 months. Sometimes we are not able to do that because funds are not available or we are working through a waiting list. We may roll out more often. That could be because the TIF district is expiring soon and we want to give applicants the opportunity to use the funding before it is no longer available.

Is the NOF Small Grant application open now, or only the Large Grant?	The NOF grant (\$250k or less) will be open this quarter, an announcement will be made soon!
<b>Technical Assistance (TA) &amp; Resources</b>	
What does a TA provider do for clients?	A TA provider will assist the client by helping to navigate the construction process, ensure architectural/construction drawings are appropriate and ready for city approvals.
What is an example of TA that will be covered?	Approved Architects and Construction Project Managers see below:  Architects: These individuals provide comprehensive design services to Grantees.  Construction Project Managers: These individuals help Grantees find reputable contractors more expeditiously and provide support to them in the contract negotiation stage as well as during the construction period.
who and where can we can approved TA provider	The list of TA providers is currently being developed.
Will Chicago provide resources for start-ups to navigate how to get to a business plan and proposal level? Obviously a start-up wouldn't have a tax history, or perhaps even an existing LLC.	We recommend reaching out to Business Affairs and Consumer Protection for business operation needs. James.Harris@cityofchicago.org can assist.
Any suggestions for lenders who offer bridge financing?	Please see the website of the SBIF administrator, SomerCor: <a href="http://www.somercor.com/sbif">www.somercor.com/sbif</a>
Do you have a list of available multi use properties?	DPD does not keep a list of available multi-use properties. We recommend reaching out to your local chambers and aldermanic offices for building availability.
<b>Application Feedback</b>	
Do you offer feedback on applications that are not accepted?	As able, staff does try to help applicants understand ways that an application can be made stronger, but this can depend on application volume and staff availability.
We've applied to NOF multiple times. We've been told that the city does not provide feedback, but they continue to encourage us to re-apply. It is very challenging to know what to adjust and it would be very helpful to offer some kind of review and feedback for denied applicants. In another conversation with a foundation program officer, we were told that NOF will never be the first money in, or the only money in - is this true? It was shared as "insider knowledge" of the NOF process - though these kinds of requirements would save applicants a lot of time.	A Program Manual is being updated that should help provide a better understanding of NOF Program. As mentioned earlier in the presentation, NOF is a reimbursable grant meaning that the grantee will need to pay for construction costs up front. Once documentation of construction has been recorded, reviewed and approved, reimbursement can be issued.

<b>General</b>	
What does DPD stand for?	Department of Planning and Development
Are any of these programs funded by the Affordable Requirements Ordinance?	No. CDG, NOF and SBIF are not funded by the Affordable Requirements Ordinance. Those funds are dedicated to housing developments. CDG is funded by the Economic Development Bond for small, and a mixture of other funding sources for Medium and Large. SBIF is funded by individual Tax Increment Financing districts. NOF comes from fees charged to developers/construction downtown.
Considering the tension of tight deadlines of small organizations alongside the fact that projects must be submitted as proposals... how competitive are these awards? How might we determine if this is worth the turnaround time?	Grants are competitive; for example in any given round, there may be 200+ applicants and between 10-15 awardees (this is due to a number of reasons including funding availability, project feasibility, etc). Internal review from time of application is approximately four months before awardees are selected and notified. SBIF grants are not competitive, but have other eligibility criteria and deadlines. Please visit <a href="http://chicago.gov/sbif">chicago.gov/sbif</a> to see if your site is in a SBIF area.
What have been some of the most successful instances of a project application's economic impact, particularly for cultural organizations?	The Ramova Theater example is one in which rehab of a large space is considered catalytic in the sense that having an activated performance space encourages other business activity around the corridor and in the adjacent neighborhood.
What types of organizations and businesses are eligible for DPD grants? Are there grants just for creative space?	All DPD grants are not limited to arts/cultural businesses or non-profits. You will be competing against other types of businesses as well. I recommend signing up for a more in-depth webinar for whatever program you are interested in. There are also recordings available of past webinars on DPD's YouTube: <a href="https://www.youtube.com/@ChicagoDPD/videos">https://www.youtube.com/@ChicagoDPD/videos</a>
How do you know if you're in a TIF District?	You can check if the property address is in a TIF district on the SBIF website: <a href="https://www.chicago.gov/city/en/sites/small-business-improvement-fund/home/eligibility.html">https://www.chicago.gov/city/en/sites/small-business-improvement-fund/home/eligibility.html</a>
Are there any similar programs outside of Chicago but still in Cook County?	Yes. Check the Cook County Economic Development Bureau website.
So none of these opportunities apply to Chicago suburbs - is that correct?	All businesses must be located in the City of Chicago for all programs in order to qualify.

What are the times for office hours on that day?	DCASE Office Hours are generally between 11am and 2pm. If you follow the link you'll see the available slots that are left for each month (November, December etc) <a href="https://outlook.office365.com/book/CulturalResourcesOfficeHours@chicagogov.onmicrosoft.com/">https://outlook.office365.com/book/CulturalResourcesOfficeHours@chicagogov.onmicrosoft.com/</a>
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**The following questions were answered live.**

Can you elaborate on what a home based business is?	
What does "Rehabilitate" mean? If we are in a new construction, but need to do upgrades/improvements, would those be considered?	
This site allows commercial use (had an auto shop on it prior), just not a performance space.	
If acquisition has already happened could the grant be used for the loan debt as well?	
What is the timeline for reimbursement?	
If a non-profit cultural organization has a long term lease with a for-profit entity, is there anything prohibiting both from applying for / receiving CDG funds?	
If a freestanding building/workspace studio is in a zoned residential neighborhood? The workspace needs HVAC and new roof. Can the business be sole proprietor and not incorporated? and must an application be submitted only when the TIF district is posted?	
Can we apply for and small grant at the same time	
Do you need Aldermanic Approval?	
Is pre-development funding available through any of these programs?	
If you are getting capital improvement money from DCEO can you use that as the other 10%?	
If a project is deemed ineligible, is the applicant informed soon after grant submission? If not, what is the est. time frame?	
For the small CDG, would roofing work on both the residential and commercial part of a mixed-use building be eligible expenses?	
How is "creative space" being defined. If you are a non-profit that does programming that incorporates arts and culture and looking to expand office space to accommodate that, would that work?	
Is there exemptions for audited financials? Gross revenue is less than \$250K	
Since including the city award should not be included in the proposed budget, how do you write a budget that does in fact depend on the city award?	
Can two nonprofit organizations apply as collaborators?	
Do you know the next round for SMALL...this feels like a tight timeline for us for 11/8.	
Does the receipt of an ETOD grant in 2023 disqualify an organization from applying for this opportunity?	
Where can I find out about pre-development funds?	
"Acquisition costs are eligible if they are arms-length transactions that were incurred within two	
Can funding be used for acquiring a building?	
The medium grant is due on Feb. 14th when is the august application due as well?	
Are CDG medium grants accepted on a rolling basis, or is the 2/14/25 deadline on the webpage accurate?	