

ALBERTO IBARGÜEN President April 15, 2015

Christopher Coleman Mayor City of Saint Paul 390 City Hall 15 W. Kellogg Blvd. St. Paul, MN 55012

Dear Mayor Coleman:

The Trustees of the John S. and James L. Knight Foundation have approved a \$177,400 Knight Cities Challenge grant to City of Saint Paul.

The grant is to be used as follows: To support talent retention, economic opportunity and civic engagement in St. Paul by embedding a fellow in the Mayor's office to work across departments to manage the \$42 million 8-80 Fund, which works to promote a more livable community.

The terms and conditions of this grant are contained in the attached grant agreement. Grant payment according to the terms outlined will be released within 60 days of Knight Foundation receiving the signed agreement. A self-addressed envelope to return the signed agreement is enclosed for your convenience.

The Relationship Manager for this grant, George Abbott (abbott@knightfoundation.org), is your primary point of contact and will answer any questions you may have. All reports should be uploaded to our Fluxx Grantee Portal at https://knight.fluxx.io.

Before you take steps to publicize this grant, please review our communications resources and guidelines at www.knightcommunications.org.

This grant is tangible recognition of your services to St. Paul, a Knight community. Thank you.

Sincerely,

AI:my

Enclosures

C: George Abbott

Nora Riemenschneider, Program Coordinator, City of Saint Paul Jonathan Sage-Martinson, Director of Planning and Economic Development, City of Saint Paul

200 South Biscayne Boulevard, Suite 3300, Miami, Florida 33131-2349 (305) 908-2601 • ibarguen@knightfoundation.org • @ibarguen

# JOHN S. AND JAMES L. KNIGHT FOUNDATION

# **GRANT AGREEMENT**

**ORGANIZATION:** City of Saint Paul

**GRANT ID:** GR-2015-50657

**PURPOSE:** To support talent retention, economic opportunity and civic engagement in St. Paul by embedding a fellow in the Mayor's office to work across departments to manage the

\$42 million 8-80 Fund, which works to promote a more livable community.

TERMS: May 1, 2015 to October 31, 2016

**AMOUNT:** \$177,400

#### ACTIVITIES

Months one to three: Fellow identified and recruited and 18-month fellowship begins. The fellow will begin attending regular staff meetings in the Departments of Parks and Recreation, Public Works, and Planning and Economic Development. They will join the Program Coordinator for the 8-80 Vitality Fund, and the rest of the team, in project management.

Months four to 15: Core of Fellowship. Fellow leads learning opportunity series (events to be held at least monthly, using budget as identified in the application). Fellow coordinates and manages meetings to implement the 8-80 Vitality Fund projects. Fellow works with Public Information Officers to clarify, condense, and disseminate the vision for St. Paul as an 8-80 City, and to make the public aware of potential economic opportunities. The fellow also coordinates public messaging and engagement around the design of 8-80 Vitality Fund projects.

Months 16-18: Assessment. The fellow will make recommendations on how processes at the city can be improved, including design and engineering, public outreach, project management, etc. The fellow will compile a report on how the city has become more livable for all Americans, from eight to 80 and from every culture and socio-economic background. The fellow will also write a report to help other cities lead similar initiatives, to change the way they build their cities to make them more successful.

# OUTCOMES

By changing the way the city considers and constructs its urban fabric, the 8-80 Fellow's work at the city will benefit 288,000 residents, 173,000 employees, countless tourists and every subsequent generation of St. Paulites.

The fellow's work on public projects that fall under the \$42.5 million 8-80 Vitality Fund will ensure the best results for these major investments. The fellow will work within city departments to demonstrate how 8-80 principles can be integrated as a priority into every project undertaken, from new street crossings, to bike paths in parks, to major redevelopment investments. The fellow will coordinate a series of trainings and lectures for city staff and community leaders to ensure that this thinking becomes part of the City's modus operandi for years to come.

The fellow will help educate the public on the importance of inclusive urban design. The integration of 8-80 principles make the city more welcoming for new residents, who may not speak English, and easier to navigate for residents who may not own personal vehicles. The fellow will help show the world how St. Paul is making itself the most livable and welcoming city in America.

The description of your organization's activities and your expectations for the outcomes of the funded project are listed above. Your organization agrees that the results described are achievable and represent the terms against which your organization will judge the success of the project.

#### EVALUATION

- Any evaluation reports relating to this grant will be submitted to the Knight Foundation.
- There are a total of 15 projects funded by the 8-80 Vitality fund, a total of \$42.5 million of investment in the streets and public spaces, as well as a new cultural institution in St. Paul, the Palace Theatre, and fiber optic infrastructure for the City's IT operations.

Long-term indicators will not show much progress in the time period of this grant. However population growth is expected to exceed projected rates. Also, it's predicted that new businesses will open at a greater rate in the areas surrounding the 8-80 projects. Additional long-term metrics include property values around the 8-80 investments, increased use of the streets and open spaces by bicyclists and pedestrians.

A key goal is seeing greater numbers of people in the Central Business District in the evenings and on weekends, after office workers leave. Currently, the downtown area becomes fairly dead in the evenings, with large arena events being one of the only draws.

In the short term, we will track several indicators of success, including:

- number of formal 8-80-themed learning opportunities offered to staff, to the public, etc
- number of people trained in this interdisciplinary thinking
- number of new contacts and partnerships
- number of and attendance at engagement activities and events
- number of news articles highlighting the projects within this initiative

- number of city projects without 8-80 funding that incorporate 8-80 principles
- traffic measures
  - Bike and pedestrian counts, as feasible
  - Crash incidents

# COMMUNICATIONS

You agree to follow the communications guidelines at http://knightcommunications.org and to clear with communicationsdirector@knightfoundation.org any relevant content that mentions the foundation. Please also follow us on Twitter at @knightfdn.

# BASIC GRANT CONDITIONS

- 1. Grantee will use the funds for the purposes described in this Agreement. Any alternative use of funds must be authorized in advance in writing by Knight Foundation. If the funds are not used in accordance with the terms outlined in the Agreement, the Foundation may recover those funds from the Grantee.
- 2. Changes to any specific line item in the enclosed budget greater than 5% should be approved in writing by Knight Foundation prior to making the change.
- 3. Significant changes in project or organizational leadership should be reported to Knight Foundation within 30 days of the change.
- 4. As required by IRS rules, Knight Foundation funds will not be used: a) to carry on propaganda or otherwise attempt to influence specific legislation; b) to influence the outcome of any specific public election or to carry on, directly or indirectly, any voter registration drive; c) to make a grant to any individual for travel, study or other similar purposes or to make a sub-grant to any other organization unless this activity has been detailed in the approved grant plan and budget.
- 5. Capital equipment and facilities purchased using Knight Foundation grant funds must be used for solely charitable purposes during and after the Grant term. The Grant budget and budget narrative must detail: a) capital equipment/facilities purchased, b) its cost and use and c) what will happen to the equipment/facilities once the grant term is complete.

# REPORTS AND PAYMENTS

- 1. The full grant payment \$177,400 will be mailed within 60 days of Knight Foundation receiving this signed grant agreement.
- 2. A final report, both narrative and financial, is due October 31, 2016.
- 3. Login to the Fluxx Grants Portal at https://knight.fluxx.io to submit your reports online. Click on the green "+" sign to upload your reports. Click on the "Submit" Link to let Knight know you have submitted your requirement. These reports include both financial and program information using online forms. The program report includes a narrative account of the grant activities and progress in achieving the grant outcomes.

The online report forms are available on Knight's Grantee Portal. Copies of the reports will be provided to your Program Director by Grants Administration. The Director will review your report and provide feedback. Any questions about the grant should be directed to the Program Director.

- 4. During the term of the grant, organizations audited by an independent auditing firm should submit the audit results including the management letter within 90 days of completion of the audit report.
- 5. Upon the Foundation's request the Grantee will provide all information relating to or developed under the grant.
- 6. The Foundation may withhold future payments at the Foundation's sole discretion if it has not received all required reports and/or the reports do not meet the Foundation's reporting requirements or the grant fails to achieve satisfactory progress.

# RETURN OF GRANT FUNDS ON CHANGE IN PURPOSE:

If there is a "Change in Purpose" (as hereinafter defined), upon the written request of Knight Foundation, Grantee shall (and shall cause the Fiscal Agent, if applicable, to), at Knight Foundation's sole discretion, promptly either (i) reassign to another charitable organization acceptable to Knight Foundation, or (ii) return to Knight Foundation, all grant funds that were not properly expended (in accordance with the approved project budget) prior to the first Change in Purpose subsequent to the date hereof. For purposes of this grant agreement, the term "Change in Purpose" means (i) any material change in the current charitable purpose of the Grantee as set forth on Annex I hereto, as determined by Knight Foundation in its sole discretion, including but not limited to any change in purpose or activities communicated by the Grantee to the IRS by means of a letter, Form 990 filing or other communication, (ii) at the sole discretion of Knight Foundation, any change required to be reported to Knight Foundation pursuant to item 3 of "Basic Grant Conditions," above, and/or in circumstances as contemplated by "Purpose" above, (iii) any winding up of the Grantee's activities or operations. (iv) any combination of the Grantee with any other charitable or other organization, whether by means of merger, transfer of assets or other reorganization event, and/or (v) any public announcement by Grantee or any of its affiliates with respect to any of the foregoing events. Grantee shall promptly notify Knight Foundation, in writing, upon the occurrence of any circumstance, event or development that could reasonably be expected to result in a potential Change in Purpose.

#### INTELLECTUAL PROPERTY:

Grantee and the Foundation agree that all intellectual property (IP) rights (including copyright, patent, and any other rights) in materials arising out of or resulting from Grantee's use of the grant funds or any earning thereon (the "Public Materials") shall be owned by Grantee. Grantee acknowledges that the Foundation wishes to ensure the widest possible distribution of the Public Materials and ensure that they are and remain generally available to the public. Accordingly, Grantee hereby grants, and shall ensure that any individuals who have any IP rights in Public Materials shall grant, to the Foundation, under all IP rights of such party, a non-exclusive, transferable, perpetual, irrevocable, royalty-free, paid-up, worldwide, sublicenseable license to use or publish the Public Materials; provided, however, that the Foundation shall not exercise such rights except (a) in connection with the activities of the Foundation, and/or (b) in the event Grantee materially breaches the terms of this Agreement.

Grantee, at the Foundation's request, agrees to execute any additional documents required to affect such license. Upon Grantee's request in writing, the parties shall cooperate to identify whether any particular materials produced by Grantee constitute Public Materials; provided that Grantee and the Foundation acknowledge that Public Materials shall include all materials required to be developed as described in the applicable grant description.

#### TAX-EXEMPT STATUS:

Grantee will keep its tax-exempt status as a recognized Section 501(c)(3) and Section 509(a) organization current throughout the period of this grant and will comply with all applicable federal and state laws and regulations that govern the use of funds from private foundations to the Grantee organization. This includes but is not limited to the prohibition against activities described in Section 4945(d) and 170(c)(2)(b) of the IRS Code.

#### **BOOKS AND RECORDS:**

Grantee shall maintain an accurate record of the grant received and all expenses incurred under this grant, and retain such books and records for at least four years after completion of the use of this grant. Those records include a general ledger with enough detail to allow tracking of the use of Foundation funds, original invoices, bank statements, copies of checks disbursing grant funds and documentation of the business purpose of each expense.

At the Foundation's request, Grantee shall permit reasonable access to its files, records and personnel by the Foundation (or its designated representatives) for the purpose of making financial audits or other evaluations concerning this grant as the Foundation deems necessary. The fees and expenses of such designated representative shall be paid by Knight Foundation.

# MANAGEMENT AND INVESTMENT OF FUNDS, EARNINGS, AND APPRECIATION:

All grant funds received, and earnings and appreciation on those funds, shall be invested in a designated account in a bank or investment firm that is a member of either the FDIC or SIPC. The investment will be in accordance with Grantee's governing documents and investment policies so long as they do not conflict with this Agreement, with the laws of the State of Florida, and with Federal laws. Earnings and appreciation on grant funds shall be used solely for the purpose of the Grant. Grantee may not assess an administrative or financial management fee unless agreed to in writing and in advance by Donors.

#### **UNEXPENDED FUNDS:**

The Foundation reserves the right, in its sole discretion, to discontinue funding if it is not satisfied with the progress of the grant or the content of any required written report. In the event of discontinuation or at the close of the grant, any unexpended funds shall immediately be returned to the Foundation, except where the Foundation has agreed in writing to an alternative use of the unused funds.

#### **ROYALTIES:**

Any materials produced by this grant and earnings thereon shall not provide royalties or otherwise inure to the personal benefit of individuals connected with this grant. Any funds realized by Grantee or any sub-grantee from product sales must be used exclusively for this project.

#### **NO-COST EXTENSION:**

If needed, Grantee should submit a request for a no-cost extension to the program officer before the end of the grant period. The request should contain the reason for the extension, its length and detail how any unexpended funds would be used.

#### NO GUARANTEE OF FUTURE FUNDING:

The Grantee acknowledges that the receipt of this grant does not imply a commitment on behalf of Knight Foundation to continue funding beyond the terms listed in this grant agreement.

If you agree to the terms and conditions of this grant agreement, please sign and return this document to Knight Foundation. A self-addressed envelope is enclosed for your convenience. Please keep a copy of the signed document for your grant files. Grant payment according to the terms above will be released within 60 days of receiving this signed agreement.

Type or print name of person signing Agreement	Title
Signature of person signing Agreement	Date

All future correspondence regarding this grant should refer to grant # GR-2015-50657. Please sign and return this document to: Grants Administration, John S. and James L. Knight Foundation, 200 South Biscayne Blvd., Suite 3300, Miami, FL 33131-2349.

# JOHN S. AND JAMES L. KNIGHT FOUNDATION GRANT AGREEMENT ANNEX I

**GRANTEE:** City of Saint Paul

**GRANT ID:** GR-2015-50657

**AMOUNT:** \$177,400

**CONTACT:** Nora Riemenschneider

**PURPOSE:** To support talent retention, economic opportunity and civic engagement in St. Paul by embedding a fellow in the Mayor's office to work across departments to manage the \$42 million 8-80 Fund, which works to promote a more livable community.

**CHARITABLE PURPOSE:** To provide a safe and healthy environment for City employees and to preserve City resources through the implementation of safe work practices and procedures.

# 8-80 Vitality Fellow

Michelle Beaulieu 2/1/2015

# **Project Title:**

8-80 Vitality Fellow

# **Applicant Type:**

Organization (nonprofit)

# **Organization Name:**

City of Saint Paul

# Name (Project Lead):

Mayor Christopher B. Coleman

# **Amount Requested:**

\$175000

# **Total Project Budget:**

\$291689.11

# **Project Location:**

St Paul MN

# **Location Details:**

Citywide implementation!

# **Project Description:**

Tell us some details about your project in the section below.

# One sentence description:

The Saint Paul 8-80 Vitality Fellow will play a uniquely interdisciplinary role to remind everyone in the City's government that the "most livable city in America" must be the most livable city for all Americans.

#### Description:

Saint Paul's 8-80 Vitality initiative promotes economic development through investments that enliven the public realm by promoting walking and bicycling and creating great

public spaces. The result is a city where people from age 8 to age 80 are safe and invigorated by their environment. Working within the City, the 8-80 Fellow will coordinate the implementation of the City's \$40 million 8-80 Vitality Fund, an investment focused on significant improvements in infrastructure and public spaces. Over 18 months the Fellow will coordinate with the departments of Planning and Economic Development, Parks and Recreation, Public Works and the City's Public Artists in Residence, as well as additional partners, to ensure these projects are built to high standards. Additionally, the Fellow will integrate 8-80 ideas into ongoing activities of each department, 'baking' vitality into City programs and processes to help attract talent, promote economic opportunities, and engage residents in their city.

# Impact:

By changing the way we build the very urban fabric of Saint Paul, the 8-80 Fellow's work at the City will benefit 288,000 residents, 173,000 employees, countless tourists, and every subsequent generation of Saint Paulites. First, the Fellow's work on public projects under the \$40 million 8-80 Vitality Fund will ensure the best results for these major investments. Second, the Fellow will work within City departments to demonstrate how 8-80 Cities thinking can be integrated into every project undertaken, from a new street crossing to bike paths through parks, to redevelopment investments in public realm. The Fellow will coordinate a series of trainings and lectures for City staff and community leaders to ensure that this thinking becomes part of the City's modus operandi for years to come. And third, the Fellow will help educate the public on the importance of inclusive urban design. 8-80 projects make the city more welcoming for new residents, who may not speak English, and easier to navigate for residents who may not own personal vehicles. The 8-80 Fellow will help show the world how Saint Paul is making itself the most livable city in America.

#### Talent/Opportunity/Engagement:

The 8-80 Cities initiative in Saint Paul is being driven by the need to attract younger workers who are interested in walkable urban spaces, by the need to improve the arterial commercial streets where there remain many vacant storefronts, and by the need to make the City government more responsive to the growing concerns of its citizens. The 8-80 Cities mission is to engage people and communities to create cities that are accessible, safe, and enjoyable for all. These types of cities attract the young talent that all industries in Saint Paul are looking for. The 8-80 Fellow will work on Saint Paul's street revitalization program, improving arterial streets where there remain vacant storefronts, coordinating with the Economic Development staff to provide opportunities to entrepreneurs and bringing life back to these corridors. And this Fellow's core duties will include being an ambassador for the City's 8-80 initiative, not only educating community members and the business community about the importance of inclusive city design, but also bringing the concerns of these disparate groups back to the core team for the 8-80 initiative. The 8-80 Fellow will be shaping the city's public space, but will also be changing the City government from within. By helping City departments and employees better understand how design and engineering decisions impact the residents, the 8-80 Fellow will make the City more successful at designing a more successful city.

Learning:

The 8-80 Fellow provides a unique opportunity to facilitate coordinated work between departments at the City of Saint Paul. This collaboration and co-learning is rarely seen in silo-ed City governments. This is a once-in-a-generation opportunity to reimagine how 21st century infrastructure projects are prioritized, designed, and made beneficial to the public good. The 8-80 Fellow will do more than facilitate meetings and manage projects; they will organize a series of learning opportunities for the City staff, community organizers, and other local stakeholders, to bring 8-80 thinking to as many people working for Saint Paul's future as possible. By learning how to account for the needs of all ages in the design of public spaces, the City will be investing in a public realm that will attract and retain the next generations of talent. In an era characterized by underfunded public infrastructure, this program provides a bold example for other cities.

Leadership:

Jonathan Sage-Martinson, Director, Department of Planning and Economic Development, City of Saint Paul, MN

Appointed by the Mayor, Jonathan oversees a department with an operating budget of nearly \$10 million, a program budget of over \$60 million, and a staff of 72. His responsibilities include management, oversight, and coordination of the City's planning, housing, and economic development functions. In this role, he coordinates implementation of the City's \$42.5 million 8-80 Vitality Fund, an economic development investment in bicycle and pedestrian facilities, open space, and attractions that bring vitality to Saint Paul. Prior to his work with the City, Jonathan served as the Director of the Central Corridor Funders Collaborative, a group of 12 funders dedicated to the equitable development of the Green Line transit corridor. At the Funders Collaborative, Jonathan helped to create a Parks and Open Space plan and supported interactive planning for bicycle and pedestrian connections to the transit line.

Nancy Homans, Interim Director of Public Works, City of Saint Paul
Nancy Homans has served as Policy Director for Saint Paul Mayor Chris Coleman since his election in 2005, and as Interim Director of Public Works since 2014. In these capacities, she manages major interdepartmental projects including:

- Construction of the Green (LRT) Line through Saint Paul;
- Major community development initiatives surrounding the Green Line;
- Addressing the needs of homeless single adults in Saint Paul;
- Re-framing the City's employment and training services; and
- Updating the City's methods for supporting citizen participation.

Earning a BA in Urban Studies from the College of Wooster (Ohio) and Master of Planning degree from the University of Minnesota's Humphrey Institute, Nancy served as a city planner for the City of Saint Paul for over twenty years and as an executive budget officer for the Minnesota Department of Finance before joining the Mayor's staff. Nora Riemenschneider, Economic Development Program Coordinator, Department of Planning and Economic Development, City of Saint Paul

Nora is the Program Coordinator for the team leading the 8-80 Vitality initiative. In this role, Nora will keep the overall vision of the fund, bring together the interdisciplinary team, and track and report on projects. She recently coordinated the Corridors of

Opportunity initiative at the Metropolitan Council, a region-wide effort to ensure that the Minneapolis-St. Paul region leverages transit corridors as a means to grow the prosperity and vitality of the region, while ensuring that people of all backgrounds and incomes are able to benefit from transit investments. Nora has her Master's in Public Policy from the Humphrey School of Public Affairs.

Reuben Collins, Transportation Engineer and Planner, City of Saint Paul Reuben is a transportation planner and traffic engineer in the City's Public Works department. He has a background in traffic engineering, working in the consulting industry for five years before joining the city. His primary interests and expertise include planning, designing, and implementing bicycle facilities. His most recent project was leading the development of the City's first bicycle plan.

Anton Jerve, Senior City Planner, City of Saint Paul

Anton has been with the City of Saint Paul for six years in the Department of Planning and Economic Development. There, he has worked on planning and implementation associated the Green Line LRT, complete streets implementation and various zoning studies. Prior to coming to the City, I worked for SRF Consulting in their Environmental and Landscape Architecture divisions. He earned a Master of Community Planning degree from the University of Maryland School of Architecture, Planning, and Preservation.

In addition to working with these staff, the 8-80 Fellow will work with an even larger 8-80 Vitality Initiative Leadership Coordination Team. This team meets monthly, and includes the Deputy Mayor, the Directors of Parks and Recreation, Public Works and Planning and Economic Development, as well as the City Engineer, the Planning Division Manager, and the Parks and Recreation Design and Construction Manager.

#### Resources:

The City of Saint Paul's 8-80 Vitality Fund has over \$40 million dollars committed to projects across the City. The Fellow will be integral to shaping those projects, but will also have access to additional foundation funding and the entire staff of the Departments of Public Works, Parks and Recreation, and Planning and Economic Development. Each department is committed to the 8-80 Cities vision for Saint Paul. The Fellow will have access to staff meetings, to leadership of each department, and to elected officials. The City will provide the overhead for this position, housing the Fellow in the Department of Planning and Economic Development, where she/he will have access to all the resources that permanent staff do. And the Mayor's commitment to the 8-80 initiative is an invaluable resource for the 8-80 Fellow, will be the force behind the change in the City's departments.

# Variables:

The 8-80 Vitality Fellow will be integrated into a City government that is well-run and managed, and has leadership that supports the 8-80 vision for Saint Paul. Mayor Christopher Coleman designed the 8-80 Vitality Fund, and will continue to be supportive of that vision and this Fellow's role in the City departments. There is an election in November that may change City Council leadership; however, the 8-80 Vitality Fund has been committed and will benefit from an 8-80 Fellow regardless of changes in City leadership. Additionally, the City's departments report to the Mayor's office, and the

Mayor is the strongest proponent of the 8-80 vision in the City's government (and the Mayor is not up for election this year). With the leadership from Mayor Coleman and the expertise brought into the City by the 8-80 Fellow, real change is possible.

#### Timeline:

- -Months 1-3: Fellowship begins. The Fellow will begin attending regular staff meetings in the Departments of Parks and Recreation, Public Works, and Planning and Economic Development. They will join the Program Coordinator for the 8-80 Vitality Fund, and the rest of the team, in project management.
- -Months 4-15: Core of Fellowship. Fellow leads learning opportunity series (events to be held at least monthly, using budget as identified in this application). Fellow coordinates and manages meetings to implement the 8-80 Vitality Fund projects. Fellow works with Public Information Officers to clarify, condense, and disseminate the vision for Saint Paul as an 8-80 City, and to make the public aware of potential economic opportunities. The Fellow also coordinates public messaging and engagement around the design of 8-80 Vitality Fund projects.
- -Months 16-18: Assessment. The Fellow will make recommendations on how processes at the City can be improved, including design and engineering, public outreach, project management, etc. The Fellow will compile a report on how the City has become more livable for all Americans, from 8 to 80 and from every culture and socio-economic background. The Fellow will also write a report to help other Cities lead similar initiatives, to change the very way they build their cities to make them more successful.

#### Communication:

Within the City, the 8-80 Fellow will work closely with the Economic Development Coordinator for the 8-80 Vitality Fund to quickly become integrated into the communications between departments. For the public, the 8-80 Fellow will be one of the ambassadors for the City's 8-80 initiative. The Fellow will work closely with the Public Information Officers of these departments to create a strong brand for the 8-80 Vitality Initiative, and to help communities learn what it means when a project is designed for 8 to 80 year olds. The Fellow will utilize social and traditional media to advertise the learning events series, and will also issue periodic updates on how the City is making Saint Paul more livable for people of all ages and backgrounds. Lastly the Fellow will write a final report summarizing what they and the City of Saint Paul have learned from the process.

#### Documents:

Please upload supporting documents for your project below.

All applicants must submit:

- -a project budget using the template available above
- -a photo or image to represent your project
- -headshots of the key project leaders.

If you are applying as an organization then you will also need to submit: -an organizational budget -your board of directors -your most recent audited financial statements or IRS 990 Form
-if you are a nonprofit - your IRS determination letter.
You also have the opportunity to upload up to three letters of support from relevant leaders in your city.
Contact Details: Tell us how we can get in touch with you below. Please provide contact details of the project lead and requested cc's.
First Name: Michelle
Last Name: Beaulieu
Email address: michelle.beaulieu@ci.stpaul.mn.us
Twitter Handle: n/a
Address 1: Dept of Planning and Economic Development
Address 2: 25 West 4th Street, Ste 1300
City: Saint Paul
State: MN

;

ZIP	:
551	02

# **Phone Number:**

651-266-6620

# Requested cc's:

Jonathan Sage-Martinson, Director of Planning and Economic Development, jonathan.sage-martinson@ci.stpaul.mn.us; Nora Riemenschneider, Program Coordinator, nora.riemenschneider@ci.stpaul.mn.us; Anton Jerve, Senior City Planner, anton.jerve@ci.stpaul.mn.us; Reuben Collins, Engineer, reuben.collins@ci.stpaul.mn.us

# Organization Social Media (if applicable):

If applicable tell us the social media details of your organization in the section below.

# **Twitter Handle:**

@cityofsaintpaul

# Facebook Page:

https://www.facebook.com/cityofsaintpaul

# **Additional Questions:**

n/a

# Civic innovators:

Gil Penalosa, Founder & Chair of the Board, 8-80 Cities Jan Gehl, Gehl Architects, Copenhagen, DK