

City of Salem: Riverfront Downtown Urban Renewal Area

“Open for Business” Grant Program Criteria

I. Background

The Open for Business Grant Program is offered for the City of Salem’s Riverfront Downtown Urban Renewal Area (RDURA) in response to the needs of businesses post COVID-19. As businesses transition into the recovery phase of the pandemic there is a need for permanent infrastructure improvements to be constructed in order to meet current and future safety protocols.

II. Program Objectives

The goals of the Open for Business Grant Program are:

- Provide financial assistance to help businesses in the RDURA make permanent infrastructure improvements for projects as a result of the impacts of COVID-19.
- Provide financial assistance to help businesses in the RDURA create new permanent spaces for outdoor seating at food and beverage establishments.

III. Eligibility

The following persons are eligible to apply and receive grant funds:

- Property owners of businesses that are located within the RDURA.
- Business owners of businesses that are located within the RDURA, with property owner consent.
- Tax exempt properties are not eligible.
- In-home businesses are not eligible.

IV. Eligible Improvements

The following items are considered eligible expenses through this program:

- Design work for an eligible project. Must be from a licensed professional
- Construction of an outdoor dining platform that meets the City of Salem Platform Design Guidelines (seating, planters, string-lights, movable heaters or other movable items are not eligible)
- Installation of permanent gas and/or electrical infrastructure for outdoor dining
- Permanent capital improvements constructed in the interior to meet current and future safety protocols due to COVID-19. Examples of these types of improvements include but are not limited to:
 - Reconfiguration of walls or interior layout to reflect social distancing guidelines and best practices
 - Improvements to mitigate interior or exterior building impacts related to COVID-19

V. Financing

- 50% match for eligible project costs
- Maximum grant amount is \$20,000.

- Grant funding is contingent upon available fund and cannot retroactively be reimbursed for any portion of the project completed prior to signing the grant commitment. Policy exception is eligible platform costs completed up to 30 days in advance of executed commitment may be reimbursed.

VII. General Conditions

- Approval of grant applications is contingent upon available funds. Application requirements include confirmation of authorized entity to execute grant commitment; approval of property owner for building improvements; property taxes are current; confirmation of funds to cover costs not covered by grant; evidence of property insurance, and if applicable, confirmation that business is current on Downtown Parking Tax.
- All projects shall conform to the design standards of the Development Code, other applicable regulations in the City of Salem Municipal Code, and the requirements of the Oregon State Building Codes.
- If applicable, Historic Design Review approval prior to grant commitment.
- Once an application is approved, the applicant will be required to enter into a Grant Commitment Agreement with the City.
- All project contractors shall, where applicable, have a valid CCB license in the State of Oregon in good standing. The cost of any work requiring a CCB license that is not completed by a licensed contractor will be required to be paid by the applicant in full.
- For platform projects, evidence of approval and receipt of Revocable License to Use On-Street Parking Areas for Outdoor Dining. Platform design must meet City of Salem Platform Design Guidelines.
- Additional conditions may be included with the grant approval.
- Grant program will sunset September 1st, 2023.

Urban Development Director will be authorized to approve Open for Business grant commitments.