COMMUNITY PLANNING GRANT – GUIDELINES

The Community Planning Grant program is intended to provide financial assistance to cities, counties, and/or townships for the development of a plan that is above and beyond the normal execution of standard functional operations.

Eligible Applicants

- Cities, counties, and/or townships

Priority Consideration

- Planning projects that maximize the strengths, talents, and resources of the local community and that bring the community together in unique and effective ways
- Planning projects in which the applicant provides a formal plan for sustaining the planning process into the future and for identifying and accessing the resources needed to implement the plan once it is completed
- Planning projects that provide a local cash match equal to or greater than 50% (a minimum of $1 of cash for every $2 of WCI funding in cash or in-kind is required)
- Planning projects that aim to effectively address and impact an identified need and/or opportunity within your community as defined by the community
- Priority Consideration is given to smaller communities whose planning projects demonstrate the characteristics above AND to projects that are “new” or clearly demonstrate an “enhancement” to an on-going effort

Project Examples (this list is not exclusive)

- Comprehensive plans
- Transportation plans
- Economic Development plans
- Capital improvement plans
- Community Climate Action plans
- Business Retention and Expansion program, including University of Minnesota Extension, CreativeMN, Business Retention & Expansion International or others
- Minnesota Design Team visit
- University of Minnesota Extension “Home” planning program
- Main Street America™ program
- Housing Action Plans
- Other community projects may be eligible at the review and discretion of WCI staff
Application Requirements

- Completed application and budget including narrative of how this project will be transformative for your community
- Letter(s) of support from partner organization(s) other than the applicant
- Only one application per community per fiscal year: Up to $70,000 in total grant funds will be awarded to 7 communities within WCI’s 2019 fiscal year, with a maximum award of $10,000 per community per fiscal year.

Exclusions

- General operating expenses and expenses not directly related to the project/program
- Existing deficits
- Programs or services mandated by law
- Routine maintenance
- Routine capital projects that cannot demonstrate an impact within the community

Application, Grant Review and Award Process

WCI considers the Planning Grant process to be “open,” meaning that an eligible application will be considered at any time, provided there are funds available. Applications that demonstrate a transformative and collaborative impact within their community will receive a full review, which may include a phone call or site visit by WCI staff members to learn more about the project.

WCI staff have been granted the authority by the WCI Board of Directors to make final decisions about awards.

Grant award payment(s) will be made once all grant contract requirements are completed. WCI requires all grantees to submit grant reports as outlined in the grant contract. Failure to submit a report, incomplete reports, and/or late reports may jeopardize future grant funding from WCI.

WCI will provide public announcement/s highlighting the project on behalf of the grant recipient.

Please note the application expiration date listed in the application’s footer. For the most recent application form, visit http://applications.wcif.org
Application Deadline

WCI considers the Planning Grant process to be “open,” meaning that an eligible application will be considered at any time, provided there are funds available.

For questions or to inquire on available funding, contact

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