Program Overview

The Municipal Investment Grant (MIG) Program, formerly known as the Municipal Innovation Grant Program, has evolved over the years as the needs and priorities of the County and its communities have shifted. To react to those changes in needs and priorities, we anticipate that the MIG priorities will change annually as well.

The COVID-19 pandemic has created a greater need for outdoor space, particularly for those living in urban communities, as well as specific populations most affected by the pandemic. Further, recent impacts due to significant weather events, specifically those causing long-term power outages, have led to a need for generators to enable critical municipal facilities to operate during these events. Therefore, the County has set aside approximately $1 million to support local initiatives that champion community priorities and improvements for municipalities and residents. The Municipal Investment Grant Program will fund redevelopment to local municipal parks, furthering recreational opportunities and an improved health focus for families, as well as emergency preparedness projects for local municipalities to leverage during extreme weather conditions.

The MIG program will continue to prioritize and incentivize projects that partner with other municipalities and taxing authorities, develop shared services, align with the County’s priorities and needs, and create savings for taxpayers. Projects that leverage other funding sources will be given higher priority for funding.

Eligible Applicants

All local government entities with taxing authority within Dutchess County can apply for funding, including all municipal (city, town, and village) entities, public authorities and fire, school, library, and special districts. However, if a taxing authority other than a municipal entity is applying for funding, the application must be submitted by a municipal entity (city, town, or village) on behalf of the taxing authority (public authorities and fire, school, library, and special districts). Entities are encouraged to coordinate efforts and apply jointly, when possible, but each grant proposal must be submitted by a municipal entity as the lead applicant.
Funding

- Each focus area has a minimum and maximum grant amount which is noted in the heading of each focus area.
- Funds are available on a reimbursement basis. No advances.
- It is the County’s intent to fund multiple projects.

Eligible Activities

The County will consider applications that address one of the below listed Focus Areas.

Focus Areas

<table>
<thead>
<tr>
<th>Public Facilities &amp; Improvements: Minimum: $25,000 - Maximum: $500,000</th>
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<tbody>
<tr>
<td>Improvements to existing municipal parks and recreation areas, particularly for more dense communities of the County and specific populations affected most by the COVID-19 pandemic. Priority will be given to projects that improve recreational opportunities and quality of life for seniors, youth, and families, as well as projects that improve upon Americans with Disabilities Act (ADA)-accessibility at existing facilities. New recreation facilities will be considered if the community has a recently completed parks and recreation master plan that clearly demonstrates a need. Park projects that include a sensory component will be given higher priority.</td>
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<tr>
<th>Purchase of Generators for Critical Infrastructure: Minimum: $25,000 - Maximum: $50,000</th>
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<tr>
<td>Purchase of generators that support critical municipal facilities during significant weather events and natural disasters that cause long-term power outages, flooding, and damage.</td>
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<th>General Shared Services: Minimum: $25,000 - Maximum: $250,000</th>
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<td>Transformative municipal cooperative activities that result in fiscal and operational efficiencies and/or cost savings, while optimizing municipal resources and providing an equal or better level of service. Priority will be given to entities that identify and demonstrate best practices that will result in immediate savings, shared services, efficiencies, or an increase to the municipal tax base, while demonstrating a long-lasting community impact, including a reduction of the property tax levy.</td>
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Priorities

Priority will be given to the following types of projects:

- Partners with other municipalities and taxing authorities;
- Aligns with 2021 County budget initiatives and priorities;
- Aligns with a local master plan or prioritization;
- Leverages other funding sources, including private resources;
- Redevelops or revitalizes underserved neighborhoods;
- Includes a local municipal budgetary match or contribution (high percentage contribution will be prioritized);
• Priority will be given to facilities selected for generators identified as critical within an emergency preparedness or hazard mitigation plan (a copy of the plan must be attached to your application); and
• Park projects that incorporate a sensory component to support special needs populations.

**Eligible Expenses**

Grants may be used to cover costs including, but not limited to:

• Legal and consultant services;
• Collaborative planning efforts (i.e., studies) and associated consultant fees; and
• Expenses, including new equipment.

**Ineligible Expenses**

• Recurring operational expenses, unless you can demonstrate that reimbursement of said expenses are critical to ensuring the ongoing implementation of a vital multi-jurisdictional service and without funding, it would not be able to sustain itself; and
• Repairs and deferred maintenance expenses.

**Timeline**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>April 21, 2021</td>
<td>Request for Applications (RFA) Guidance Released</td>
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<tr>
<td>May 19, 2021</td>
<td>Applications due by 3:00 p.m. via the <a href="#">Dutchess County Grant Portal</a></td>
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<tr>
<td>May - June 2021</td>
<td>Community Development Advisory Committee (CDAC) Application Review</td>
</tr>
<tr>
<td>June 2021</td>
<td>County Executive Award Announcements</td>
</tr>
<tr>
<td>July 1, 2021</td>
<td>Project Year Start</td>
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**Program Year**

Generally, projects should be complete within 18 months. The initial grant term will be July 1, 2021 – December 31, 2022. Contracts may be eligible for an extension.

**Policies and Procedures**

All expenditures are subject to the [Contracted Services Policies and Procedures](#). Please review this prior to submitting your application to ensure the proposed activity can meet the requirements.

**Procurement**

• Compliance with procurement requirements as outlined in the [Dutchess County Procurement Policies and Procedures](#) is required. Failure to comply with these policies may affect your ability to be reimbursed.
- **Additional procurement details can be found here.**

**General Application Information**

- The 2021 MIG application must be submitted electronically within the [Dutchess County Grant Portal](#) by 3 p.m. on May 19, 2021.
- While there is no limit to the number of applications that can be submitted under the 2021 MIG program, we expect the grant program to be very competitive, so you are encouraged to limit the number of applications submitted.
  - If submitting multiple applications, you will be asked within the application to prioritize applications.
- Applications should be submitted by the Chief Elected Official (CEO) or a representative authorized to submit on behalf of the CEO.
- Submit well thought-out, thorough, and concise applications that address one of the identified focus areas.
- Character limits apply as indicated within the application.
- Letters of support must be submitted as a separate attachment(s) to the application.

**Application Forms**

The 2021 MIG Application and all required forms can be found within the [Dutchess County Grant Portal](#). You will be able to download each required form, save it to your computer and upload the completed document.

**Application Review**

The [Community Development Advisory Committee](#) (CDAC) will review the applications based on the quality of the work plan, while considering the priorities that have been identified previously in these instructions.

The CDAC will review applications and make funding recommendations to the County Executive.

**Reporting Requirements**

Organizations awarded funding will be required to submit regular payments and progress reports as outlined in the [Contracted Services Policies and Procedures](#) or as agreed to in the Agreement.

**Grant Portal Instructions:**

1. Go to the [Dutchess County Grant Portal](#) webpage.
2. The CEO or CEO’s authorized representative can “Create New Account” if one does not already exist. If a secondary account (i.e. another representative from the municipality or taxing authority) is needed to submit the application, email communitygrants@dutchessny.gov to request a secondary logon, as all secondary accounts must be created by the Foundant administrator.
3. After successfully creating an account, you will be directed to the ‘Apply’ page where you can click on the blue ‘Apply’ button that will bring you to the grant applications.
4. Once you begin an application, it will be saved as a draft and you can re-enter any time prior to the submission deadline to complete the application.

For more information, contact:

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