

ST JOSEPH, MISSOURI LAND BANK



2021

ST. JOSEPH LAND BANK STABILIZATION GRANT PROGRAM DESCRIPTION

The goal of the St Joseph Land Bank is to acquire vacant property in order to protect neighborhoods from deterioration fostered by blighted conditions, to advance the public purpose of returning land which is nontax-producing to a productive re-use in order to provide housing and assist in the revitalization of St Joseph's older neighborhoods. This goal will be accomplished through sales of the acquired property to responsible parties who will properly develop, redevelop, maintain, or otherwise provide for productive use of these properties.

ST JOSEPH LAND BANK PROGRAM

The St Joseph Land bank is a governmental entity focused on the conversion of vacant, abandoned, and tax delinquent properties into productive use. Vacant, abandoned, and tax-delinquent properties are often grouped together as “problem properties” because they destabilize neighborhoods, create fire and safety hazards, drive down property values, and drain local tax dollars. In some sense, these are properties the private market has altogether rejected.

The St Joseph Land Bank was created by House Bill 821 and the City Council created authority by local ordinance, pursuant to authority provided in state-enabling legislation. Land banks are designed to acquire and maintain problem properties and then transfer them to responsible ownership and productive use in accordance with local land use goals and priorities, creating a more efficient and effective system to eliminate blight. In order to accomplish these tasks, land banks are granted special powers and legal authority through state statutes to acquire property to assist private redevelopment.

GRANT OVERVIEW

The City of St. Joseph has identified the improvement of community appearance as one of its primary goals. The Land Bank Stabilization Grant program supports that goal by making funds available for the restoration of vacant structures acquired by the Land Bank for acquisition by private interest.

The goal of the grant program is to provide property owners an incentive to preserve, restore, and/or rehabilitate vacant residential structures.

PROGRAM OBJECTIVES

- To reduce blight in residential neighborhoods
- To preserve neighborhoods
- To provide incentives for rehabilitated vacant structures

PROGRAM DESCRIPTION

Property owners may apply for up to \$20,000 per structure. This program is a reimbursement grant requiring a 1-to-1 match; applicants will be required to demonstrate availability of enough private funds in order to be awarded funds under grant program.

INELIGIBLE USES OF GRANT FUNDS

Grant funds cannot be utilized to acquire property acquisition or paying off debt.

APPLICATION AND SELECTION PROCESS

Applications may be obtained at <https://www.stjoemo.info/897/Land-Bank-Board>. To determine initial eligibility, City Staff will meet with the Applicant to review the scope of work. If the Applicant and City staff representative reach consensus, staff will review the project documentation to ensure compliance with the goals and requirements of the grant program.

SELECTION CRITERIA AND REVIEW

If more than one grant application is received for the same property, applications will be prioritized and ranked according to the Project Review Criteria Form. Projects must meet the minimum score in accordance with the basic review criteria prior to consideration. Prioritization of applications will be based on the overall score awarded Applicants based on basic review criteria and bonus points awarded for achieving program objectives of the grant program.

RIGHTS RESERVED

The City of St. Joseph reserves the right to reject all applications. The specific grant program policies and procedures herein are subject to revision or amendment by the City of St. Joseph. The City may discontinue the grant program at any time, subject to the availability of funding.

CONDITIONS OF GRANT FUNDS

To access grant program funds, Applicants must demonstrate a commitment to implement building improvements; must certify that work will commence within 90 days of funding approval of Grant Agreement; and that the Applicant shall complete scope of work within one year.

Applicant must initiate scope of work with private funds first before grant funds can be requested. Grant funds will be reimbursed to Applicant upon completion of approved scope of work. One or more of the following events shall constitute a default:

1. The Applicant fails to pay, when due, any real estate taxes or special assessments on the subject property during the period of grant funding.
2. The Owner/Applicant fails to maintain the property in accordance with the City of St. Joseph's property maintenance codes Article: I, Section: 7-351 for a period of two (2) years following the completion of the grant period.

APPLICATION REQUIREMENTS

The following materials are required for an application to be considered complete:

1. Completed application form.
2. Detailed Scope of Work:
 - a. Description of proposed work and budget.
 - b. Estimated date of completion of all work. Please note that all portions of the project must be completed within one year of the awarding of the grant.
 - c. Photographs, drawings, and/or architectural renderings if applicable.
3. Three itemized bids for each element of the Scope of Work:
 - a. Bids must be from contractors licensed by the City of St. Joseph
If applicant is unable to secure three bids; documentation of the effort shall be provided.
 - b. If the work requires a sole-source provider applicant is not required to provide three bids.
4. Work may be performed by the Applicant, to the extent allowed in city code, and can be applied for the matching funds at Ten Dollars (\$10) per hour.
 - a. Applicant will be required to provide proof that the work will be done adequately;
 - b. Applicant will provide documentation of the dates and hours worked.
5. Proof that all property taxes are paid and current.
6. Proof of property and liability insurance.
7. Proof of the matching funds in the form of cash, loans, line of credit letter from a lending institution.

PROJECT REVIEW CRITERIA FORM

Applications for funding under the City of St. Joseph grant program will be evaluated using the following criteria. These criteria ensure that each project that is approved furthers the goals of the grant program, as well as contributing to the proper stewardship of monies allocated for such goals. Applications will be scored on the following Review Criteria of grant funding and must meet a minimum score of 5 for consideration:

Review Criteria	Criteria Weight	Score
Application is complete with all required documentation.	1	
Application meets general program objectives.	1	
Scope of Work complies with the stabilization needs.	1	
Project renovates structure for home ownership.	1	
Applicant’s nomination of property as local landmark upon completion of renovation.	1	
Entire structure is proposed to be rehabilitated.	1	
Applicant has performed previous rehabilitation work.	2	
Project provides greater than 1-1 match.	2	
Total		