



# The Old Tiger Stadium Conservancy

c/o Zachary & Associates, Inc.

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Thank you for your interest in the OTSC Commercial District Redevelopment Funding provided by the U.S. Department of Housing and Urban Development's Economic Development Initiatives Special Projects Grant.

This application packet includes information about the program, the application, and a list of required materials and supporting documents that must be provided.

- Overview
- Eligibility Requirements
- Eligible Area Map
- Application Review
- Reimbursement
- Supporting Documents Requirements
- OTSC Grant Application
- Additional Instructions
- Statement of Understanding

# The Old Tiger Stadium Conservancy

c/o Zachary & Associates, Inc.  
71 Garfield, Suite 130, Detroit, MI 48201  
Office: 313.831.6100  
Email: alexander@zacharydetroit.com



## Overview

The Old Tiger Stadium Conservancy (OTSC) is dedicated to the sustainable redevelopment of the Old Tiger Stadium Site and the revitalization of the Corktown area.

The OTSC values:

- Economic Development
- Sustainable Development
- Balanced Community
- Tax Base Generation
- Historic Preservation
- Preservation of the Corktown Community
- Entrepreneurial and Small Business Development
- Revitalization of the Corktown Area

Through the efforts of Senator Carl Levin, the OTSC was awarded a grant from the US Department of Housing and Urban Development in part to promote commercial redevelopment in the area of the former Tiger Stadium Site. With a portion of the HUD grant, the OTSC seeks to assist entrepreneurs and small business owners, by encouraging economically sound and sustainable developments. Such developments will result in more jobs, increased tax base, improved storefronts, and contribute to the revitalization of the Corktown Commercial District. OTSC reserves the right to change, modify, or reject applications that do not coincide with the mission of the OTSC grant program.

## Eligibility Requirements:

Please review the following eligibility requirements, if you have any questions regarding your eligibility contact the program coordinator. To be considered, all conditions must be met and complete application materials provided. Please type and print all forms. **Work that will receive funding cannot be under contract, have commenced, or be completed. Contracts to do work cannot be signed until the Tier II Environmental conducted by the city is completed and the applicant receives the approval to contact and begin work.**

## Funds must be used for a project within the program area:

The program area is bound by Martin Luther King Jr. Boulevard to the North, the John C. Lodge Freeway (M-10) to the East, West Fort Street to the South, the rail lines behind the Michigan Central Station to the Southwest, and Chrysler Freeway (I-75) to the West. See following page for a map of the eligible area.

## Funds are available for use by:

- Commercial property owners with current businesses or commitments from future tenants.
- Business owners w/ long term leases within the Corktown commercial areas.
- Business owners that also own their commercial property.

## Funds are available for:

- Pre-development<sup>2</sup>
  - Architectural Services
  - Legal Services
  - Financial Services
  - Environmental Studies
- Capital Improvements
  - Energy Efficiency
  - Roof Replacement or Repairs
  - Heating and Air Conditioning/Ventilation Systems
  - Security Systems
  - Façade Improvements
  - Fixed equipment purchases

For additional details see qualifications sheet on website.

<sup>1</sup> Lessee must provide evidence of 5-year lease and submit letter of owner project approval

<sup>2</sup> Maximum of \$20,000

# Old Tiger Stadium Conservancy Grant Program Eligible Area



The program area is bound by Martin Luther King Jr. Boulevard to the North, the John C. Lodge Freeway (M-10) to the East, West Fort Street to the South, the rail lines behind the Michigan Central Station to the Southwest, and Chrysler Freeway (I-75) to the West.

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### Funds are not to be used for:

- Residential Only Projects
- Cultural Developments (such as public parks, private green spaces, museums, etc.)
- Schools
- Heavy Industrial Developments
- Site Acquisition (unless otherwise authorized by the OTSC)
- Equipment Purchases that are transportable

### Funding Limits:

Applicants must show other sources of funding as well as equity contributions to the project. Grants awarded **will not exceed 25 percent of total investment for the project or \$50,000 with a maximum of \$20,000** for pre-development activities.

### Application Review:

The OTSC will only accept one application per applicant per year. The program application period will run until all funds (\$950,000) are obligated. Approved applicants will have 12 months from when project was approved to submit invoices for reimbursements. If an applicant does not submit for reimbursement within 12 months, applicants must request for an extension up to 6 months. OTSC reserves the right to not approve extensions. Funds not expended within the time frame, will be available for other applicants.

All applicants must submit application packages to the program coordinator, Zachary & Associates, Inc. who will complete an initial review of all packages to ensure that all criteria are met and supporting documents provided. If particular documents are insufficient or lacking, the program coordinator will notify the applicant.

Applications meeting all requirements will be reviewed by the OTSC for funding approval. Following OTSC review, accepted projects will be sent to HUD for final review. HUD must accept the project for applicant to receive funding.

The OTSC will consider the following factors and give priority to projects that meet the following:

- Will the project result in physically evident improvements to Corktown?
- Does the project contribute to improved quality of life for residents?
- Is this project located near other redevelopment projects?
- Does the project support/spur redevelopment through increased tax base and job generation?
- Does the project attract visitors to the area?
- Does the project seem achievable within 3 year(s)?

The OTSC may make exceptions to the program guidelines and reserves the right to accept, reject, and prioritize investments.

### Reimbursement:

All approved funds granted will be reimbursed after the program coordinator has received and reviewed project invoices and receipts, and has also received from HUD for those invoices/receipts.

Before and after photographs are required as part of proof for reimbursements.

Grants are subject to approval by HUD to receive funding.

Grant recipients must comply with city, county, and state regulations to receive funds.

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### Supporting Documents

The following documents are **required** with the application form. If exhibits are not included application is not complete.

- Exhibit A: Detailed Business & Marketing Plan
- Exhibit B: Management Plan (Include Resumes & Bios)
- Exhibit C: Architectural/Site Plan (If available/applicable)
- Exhibit D: Purchase Agreement (Site Control) (*For lessees , provide 5 year lease agreement*)
- Exhibit E: Economic Impact Statement:
  - Tax Base Generation (Ex. Increased sales tax, increased property tax, etc.)
  - Local/Area Impact (Ex. How does this project impact the surrounding community?)
  - Job Creation
- Exhibit F: Redevelopment Project Line Item/Sources and Uses (Provide evidence of all sources of funding, including equity contribution to the project, and the uses of these funds. Letters of commitment from other sources of funding are also needed.)
- Exhibit G: Site (Location) Map and Photos (Property and structure(s) including exterior front and side shots and interior shots.)
- Exhibit H: If alcohol license is needed for business startup, please provide a memo detailing type of license, method of acquisition and timeline for acquiring the appropriate licensing.
- Exhibit I: Other supporting documentation that the applicant feels is appropriate

### Additional Instructions:

Please type or clearly print all forms, and mail application packages to:

Zachary & Associates, Inc.  
ATTN: Alexander Zachary  
OTSC Grant Program Coordinator  
71 Garfield, Suite 130  
Detroit, MI 48201

If you have any further questions or need assistance, please contact Alexander Zachary, OTSC Grant Coordinator:

Tel: 313.831.6100

Email: alexander@zacharydetroit.com

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PLEASE TYPE FORM

<b>Applicant Contact Name:</b>	<b>Phone:</b>
<b>Mailing Address:</b>	<b>Fax:</b>
	<b>E-mail:</b>
<b>Applicant Business Name:</b>	Circle One: Building Owner   Tenant   Both
<b>Business Address:</b>	<b>EIN:</b>
	<b>Website:</b>
<b>Project Name:</b>	
<b>Business Description Brief (Max. 200 words - attach sheet if necessary):</b>	
<b>Project Scope of Work (Max. 500 words - attach sheet if necessary):</b>	

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PLEASE TYPE FORM

Applicant Contact Name:	Project Name:
<p><b>Project Impact Brief (Max. 500 words - attach sheet if necessary):</b> Please discuss the following as applicable: job creation (wages, number, type of job, target employees), tax base generation (residents for mixed-use, income tax, businesses), tourist attraction (numbers expected, how it will attract people), physical and community/social impacts, etc.</p>	

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<b>Applicant Contact Name:</b>	<b>Project Name:</b>
<b>Total Project Costs:</b>	<b>Qualifying OTSC Funding Amount:</b>

<b>Qualifying Items for Grant</b>	
<b>Planning/Design Costs (Up to \$20,000 if eligible for whole \$50,000)</b>	
<b>Line Item</b>	<b>Amount</b>
Architectural /Design Services	
Legal Services	
Environmental Services (ex. Phase 1 or 2 Studies)	
HUD Requirement: Asbestos Survey (if not conducted previously)	OTSC will provide #
<b>Redevelopment Costs (Up to \$50,000 if eligible for whole \$50,000)</b>	
<b>Line Item</b>	<b>Amount</b>
Facade	
Removal/Demolition	
Doors/Entry Replacement	
Masonry Cleaning/Restoration	
Storefront Construction	
Carpentry and Painting	
Window Replacement/Restoration	
Lighting	
Awnings	
Garden Window Boxes	
Landscaping/Patios	
Sidewalks/Pedestrian Access	
Dumpster Screening	
Decorative Security Fencing	
Roof Repairs	
HVAC	
Security Systems	
Fixed Equipment	
Signage	
<b>Planning/Design Subtotal</b>	
<b>Redevelopment Subtotal</b>	
<b>TOTAL</b>	



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## STATEMENT OF UNDERSTANDING (Sign and Attach)

By signing below, the applicant acknowledges and agrees to the following:

1. I (we) understand that submission of an application does not guarantee funding from the Old Tiger Stadium Conservancy (OTSC) Grant Program. Application must be approved by HUD before OTSC may fund the project.
2. I (we) certify that all information provided is true and accurate to the best of my (our) knowledge, and if approved, work must commence within six (6) months of award notification.
3. I (we) agree funds awarded by the OTSC will be used for only the project included in this application:

\_\_\_\_\_  
(Business and Project Title)

4. I (we) understand that funds will be reimbursed following completion of project with proof of invoices, receipts and compliance with city, county, and state regulations.
5. If other funding used for this project, subjects the project to the Davis Bacon Act or other Acts/regulations, the project must comply.
6. I (we) agree to the following photography agreement:

I (we) hereby authorize the OTSC c/o Zachary and Associates Staff to retain any photographs to be used in any print material or media in connection with the released images during and for the Old Tiger Stadium Conservancy Grant Program. Additionally, I (we) understand that by applying I (we) have agreed to forgoing rights regarding use of all obtained images in any and all media and methods of distribution now or hereafter known, including but not limited to film, print, video, computer, internet, and digital reproduction and distribution, for illustration, art, promotion, advertising, trade, sales, or any other purpose what so ever to promote the City of Detroit and Corktown Neighborhood.

\_\_\_\_\_  
Signature(s) of Applicant(s)

\_\_\_\_\_  
Date