

## 2013 SSCO NRP Phase II Building Safety Improvement Program Guidelines

### *Overview:*

The SS-LH NRP Building Safety Improvement Program aims to support residential property owners and tenants in their efforts to increase the safety of the neighborhood through improvements to their buildings and environs. This program was formerly known as the Lighting and Fencing Program, but has been expanded to include other safety-related improvements, as described below. It is funded in full by the Minneapolis Neighborhood Revitalization Program in conjunction with the priorities of the members of the Stevens Square-Loring Heights neighborhood, and is implemented with the support of the 5<sup>th</sup> Precinct CCP/SAFE Unit.

The SS-LH NRP Building Safety Improvement Program offers a 1:1 match of up to \$1,000 (except for certain surveillance camera projects – see below) on approved improvement proposals. Projects are approved for the amount of the project, and funds are available on a first-come, first-approved basis. There is a limit of one grant per recipient. This is a finite fund meant to benefit as many people as possible.

### *Eligible Projects:*

Projects eligible for support through the SS-LH NRP Building Safety Improvement Program include:

- Exterior lighting, including motion detector lights.
- Interior lighting in common areas.
- Security fencing.
- Surveillance camera systems with at least 400 lines of resolution and night vision capability. The system must be able to capture, store, and retrieve video for a period of no less than 14 days. All recordings must be able to be accessed by law enforcement when requested. 1:1 match of up to \$500 for buildings with one or two residential units and 1:1 match of up to \$1,000 for buildings with more than two residential units.
- Peepholes.
- Strike plates with a minimum of 3” screws on doors to buildings and to individual apartment units.
- Window locks in apartment units in a building’s lower levels.
- Deadbolt locks with a minimum throw of 1”.
- Installation costs, if installation by a licensed contractor is required by city code.
- Other items as identified through the CCP/SAFE Security Audit or the Safety Committee will be considered on a case-by-case basis.

The program will not fund:

- Building entry systems
- Intercom systems
- Alarm systems
- Decorative lighting\*
- Decorative fencing\*
- Perimeter fencing\*

- Any necessary permit fees
- On-going expenses, such as monthly electrical bills for new lighting
- Some installation costs, e.g., do-it-yourself projects

\*If a property owner wants to include higher-end decorative materials in their project, the Safety Committee will consider funding the safety portions on a less than 1:1 match, based on an average cost of lighting fixtures and fencing.

*Process:*

Developing the proposal: Anyone who is interested in developing a proposal for the program must first have a security audit done, free of charge, for their property by the 5<sup>th</sup> Precinct CCP/SAFE Unit. Security audit results do not guarantee project approval.

If the building is in the Stevens Square Historic District and the proposal involves exterior improvements, the proposal needs to show compliance with the Heritage Preservation Commission's guidelines. The HPC can be reached at (612) 673-2597.

Proposals from a tenant, or group of tenants, will be considered with the written consent of the property owner/property manager, and must include clarification on how installation will be completed.

Submitting the proposal: Applicant should contact SSCO's Safety Coordinator at (612) 874-2840 prior to submitting a proposal. Proposals will be considered by the SSCO Safety Committee on a monthly basis. Proposals must be submitted to SSCO in letter form no less than ten business days prior to the Safety Committee meeting clearly delineating your project and financial request, with any supporting documents (such as the CCP/SAFE security audit) attached. The proposal should also include at least two price estimates, with three preferred, for materials and installation, if eligible. It is beneficial for the applicant to be present at the SSCO Safety Committee meeting to answer any questions committee members may have. Proposals are approved on an amount basis, not a project basis. (Currently the committee usually meets on the 4<sup>th</sup> Thursday of each month. Call SSCO to confirm time and location.)

After Proposal Approval: SSCO will let the applicant know, in writing, the results of the Safety Committee's consideration of the proposal. Projects are funded on a reimbursement basis. Upon completion of the work, the applicant will submit a copy of the paid invoice to SSCO, explaining the approved project, the work completed, and the amount requested. The invoice to SSCO must include a copy of the paid receipts for materials and installation for the approved project.

SSCO will then, upon confirming that the work has been completed as approved, reimburse the property owner. Reimbursement receipts or project update must be submitted within 6 months of committee approval or else award will be forfeited.