

Richard Murphy

From: Richard Murphy
Sent: Tuesday, August 3, 2021 11:07 AM
To: Sean Denison; Cameron Downey; Cameron Downey (downeycameron65@gmail.com); Patrick Swem; Patrick Swem; Mark Weedon; Larry Money; Larry Money
Cc: Heather Grace; Barbara Pitcher
Subject: Community Development Update to City Commission
Attachments: 07-27-21 Independent Contractor Agreement for Grant Writer (003).docx; Grant Writer MOU.docx

Hello City Commissioners,

First, I am excited to tell you that I am completing final drafts of programs/applications/forms of our first two Buchanan economic incentive programs, the Downtown Façade Program and the Downtown Restaurant Incentive Program. The City Attorney is currently reviewing them and my plan is to have them before you to consider at your second meeting in August. As I have reported to you, I have been writing these programs in real time as I continue to communicate with downtown business owners gathering feedback on how best we can position these programs to succeed. I have at least two business owners who have already expressed an interest to apply for the programs. I feel good about the timing of the programs going live just right after the summer when I believe business owners and investors will begin making strategic improvements.

Secondly, at your next meeting, I will be proposing that an intern assist me with developing an annual local, state, and federal grant application deadline schedule. The goal is to accelerate grant awards by having all grants that the City of Buchanan is eligible for in one easy to reference resource that we can use as a road map. This will allow me to work proactively and strategically to leverage grants as opposed to reacting at the last minute grant deadlines and cranking them out to meet the deadline which is not efficient or sustainable to meet the city's expectations. The intern can also help me prioritize grants to go after and assist with grant writing. This is a very good bang for the buck as I believe it will bear fruit in more successful grant awards from local, state, and federal programs including local utility grants, state TAP grants, DNR grants, FEMA grants, Community Revitalization Programs, State and Federal housing and business development grants. One large grant that we are awarded could easily be 10 times that of the intern salary amount I am requesting. This recommendation to you to work with an intern on grants is industry best practice and a necessary step if Buchanan is serious about competing for grant money.

Please see the attached proposal that I will have before you to consider at your next City Commission meeting on August 9th.

Please feel free to reach out to me with any questions, comments, or concerns.

Thank you,
Rich