Mission Main Street Grant Application

Program Guidelines | May 2026

Impact Area: Neighborhoods and Communities

To reinvigorate neighborhoods and main corridors, boost buy-local efforts, and combat blight.

Section I. Introduction

About ECGRA

The Erie County Gaming Revenue Authority was incorporated in February 2008 in the Commonwealth of Pennsylvania for the purpose of creating and administering a grantmaking process for gaming funds that come from the Pennsylvania Department of Revenue. An impact investor, ECGRA's mission is to elevate Erie County by galvanizing nonprofits and small business toward economic and community development.

Purpose of the Funding

The purpose of the **Mission Main Street Grant Program** is to create a targeted impact on Erie County's municipalities through commercial corridors that are known as "main streets." Following the National Trust for Historic Preservation's four-point main street approach, this grant recognizes that each municipality in Erie County is distinct geographically with main streets that host small business, special events, historic structures, and central parks. Many have fallen into disrepair because of the relocation of retail from central business districts to malls and auto-oriented strip shopping centers. In communities in which main streets and historic structures are maintained, there is a sense of vibrancy and civic pride. Revitalizing Erie County main streets is an economic and community development strategy that creates jobs, promotes tourism, and impacts the region's economy.

Mission Main Street Grant goals:

- Update streetscapes and buildings
- Remove blight and reverse deterioration
- Promote a positive small business environment
- Incentivize and spur private investment
- Make communities more walkable, safe, and attractive
- Experiment with creative programming & civic engagement
- Improve the municipal tax base

Two Funding Paths:

A. <u>MMS Planning Grant</u> – In the course of re-making or improving Main Streets, ECGRA understands there is a need to perform studies and analyses before public investment is made in areas such as streetscapes, bicycle and pedestrian safety, transportation, parking management, new construction, housing, retail, parks, and façade renovations. Additionally, pre-construction costs such as engineering and design are essential to completing construction projects ranging from streetscapes to park and accessibility improvements.

ECGRA Mission Main Street Planning Grant funds can be used for relevant studies, planning, design, and/or engineering services up to $15,000. Planning Grant funds must have a 1:1 cash match.

Any ECGRA-funded planning, studies, or analyses must incorporate public involvement throughout and ensure adherence to the Americans with Disabilities Act (ADA). Plans shall also adhere to the basic goals of the Mission Main Street Program which are to enhance economic and business vitality while maintaining local historic integrity, quality of life, and sense of place.

Planning grants are available once per entity within the three-year program period. Mission Main Street funding cannot exceed a total of $250,000 per entity over a three-year period.

B. <u>MMS Implementation Grant</u> – The Mission Main Street program encourages municipal and main street organizations to adopt and follow the National Trust for Historic Preservation's Main Street goals which are Organization, Promotion, Design, and Economic Restructuring.

ECGRA's Mission Main Street Grant Program provides valuable funding for improvements to urban and rural main streets to support local businesses and economies. Projects relating to each of the four goals are eligible for Mission Main Street funding. Examples of past funded Mission Main Street projects include: marketing and promotions, Buy Local campaigns, website and social media development, storefront improvement programs, façade improvements, streetscaping, tree planting, park improvements along main streets, gateway treatments, farmers markets, history tours, banners, bicycle parking and E-bike charging stations, development of design guidelines, special events, and program staff time.

Financials

- A funding bucket of $2,500,000
- A contract period of up to three years
- A 1:1 match requirement

Planning Grant	*Implementation Grant*
Max award of $15,000 per application	Max award of $250,000 per application
Duration of grant: 1 year	Duration of grant: up to 2 years
Match 1:1	Match 1:1

Section II. Eligibility

Eligible Applicant Information

Project sponsors can be 501 (c)(3) non-profit organizations, local governments, or municipal authorities. Preference will be given to entities with experience managing and delivering similar programs. Project applications will be required to match the grant 1:1.

Ineligible Organizations

The organization will be deemed ineligible for funding if it is: an institution that predominantly provides elementary or secondary education or other training; a state or federal park; an airport or public transportation facility; a for profit; any municipality or organization that was part of the settlement agreement entered into December 13, 2010 with ECGRA; a health care or long-term care facility; a public safety organization.

Eligible Improvements and programs include:

• Streetscapes, sidewalks, walkways • Parks, landscaping, trees, greenways • Business façades & windows* • Signs, awnings, banners • Building/structural improvements** • ADA accessibility	• Small business development • Buy Local and related campaigns • Utilities, Telecommunications • Programming, events • Marketing, advertising • Conference registration

***Window replacement should match the original style and color. Inexpensive replacement windows and doors are strongly discouraged.**
****Exterior only. Interior improvements may be used as match if grantee chooses.**

Budget Categories

Funding may be used for the following:

1. Paid Program Staff (full-time and temporary)
2. Marketing/Outreach/Engagement
3. Programming Related
4. Event Insurance
5. Equipment & Supplies
6. Contracted Services – Studies, plans, construction drawings, and other similar professional services are limited to Planning Grants. Examples of eligible contracted services are board development consultants, advertising agencies, event security, landscaping company, tent providers, musicians, etc.
7. Construction – **see policy on prevailing wage**
8. Outcomes Measurement & Impact Tracking

Ineligible Uses of Funds

Funding cannot be used for the following:

1. Debt service
2. Travel
3. Memberships or subscriptions
4. Any other cost that ECGRA deems to be ineligible

Geographic Focus

The applicant or sponsoring organization's main office or headquarters must be located within the boundaries of Erie County, Pennsylvania. Grant funded work must take place in a specific geographic area designated in the grant application and approved by the ECGRA Board.

Budget Form, Match & Grant Request

Each application shall be complete in its entirety in order to be eligible. It will also demonstrate the following in the form of a Budget:

- Requested amount from ECGRA (not to exceed requirements)
- Your agency contribution in the form of cash (do not list in-kind)
- Other agency or funder contribution - include source, cash only (do not list in-kind)
- Total project cost – cash only (do not list in-kind)
- A 1:1 cash match (which is required for this program). Existence of an endowment does not count toward match.
- Personnel costs limited to 15% of the funds requested from ECGRA and must be for work related to main street activities.

Section III. Grant Requirements & Terms

Application Submission.

Each application shall be complete in its entirety to be eligible. It will also demonstrate the following in the form of a budget:

- Requested amount from ECGRA **(a maximum of $250,000)**
- Your agency contribution in the form of cash or anticipated owner contribution. **Do not list in-kind donations or services**.
- Other agency or funder contribution – include source; cash only
- Total project, programming, or event cost – cash only
- A 1:1 cash match. Existence of an endowment does not count toward match. Fundraising for a previous year's project, programming, or event does not count toward match.

The following are generally considered cash-match contributions:

- Cash contributed by your organization
- Equipment or supplies to be purchased by your organization for project, program, or event activities
- Grants from other government agencies or foundations (not gaming funds)
- Property owner improvements as part of storefront or façade improvement program

The following are generally considered in-kind contributions:

- Personnel time given to the project
- Person on loan from another organization
- Use of existing equipment or supplies
- Use of existing equipment or facilities
- Waived or unrecovered indirect cost amount
- Office space
- Donated materials, supplies, or labor

Section IV. Approval Process & Terms

Application Assistance

Application for ECGRA grants shall be completed online at https://www.grantinterface.com/Home/Logon?urlkey=ecgrants.

Program inquiries should be directed to:

Tom Maggio
ECGRA Grants Manager
(814) 897-2694
tmaggio@ECGRA.org

Grant Application Process

Receipt: Upon submission of the application and required supporting material, ECGRA staff, working with the ECGRA board of directors' review committee, will determine eligibility.
Review: The review committee will evaluate the application and determine if it meets the required parameters outlined by the board.
Approval: ECGRA's board of directors will receive funding recommendations from the review committee.
Notification: ECGRA will notify all applicants via email.

Contracting Process

Following approval by the ECGRA board of directors, the executive director will issue a letter of agreement to the grantee, which must be signed by an officer of the organization and returned within 30 days of the date of said letter. The agreement may detail additional requirements with which the grantee must comply, including but not limited to: project audit, financial grant closeout report, maintenance of records, public relations, and any other information the board or staff deem relevant.

The grant contract agreement and any subsequent amendments will not be executed until all of the following have been resolved to the satisfaction of the executive director:

- The grantee must be in compliance with ECGRA's policies on audits relative to the submission of closeout reports on any previous contracts with ECGRA, regardless of the program or funding source.
- The grantee must provide all supplemental documentation requested by ECGRA.
- The grantee must be in compliance with IRS reporting standards.
- The grantee must be current in payment of all federal, state, and local taxes unless it has entered into an agreement satisfactory to the respective taxing authority and is fully in compliance with the terms thereof.

- The grantee must not discriminate against any employee or against any applicant for employment because of race, religion, color, handicap, national origin, age, or sex.

After the grant agreement has been fully executed and the proper documentation provided to ECGRA, the payment to the grantee will be made by an electronic funds transfer or by check.

ECGRA will monitor the activities of the applicant and the grant contract agreement to ensure that the grantee fulfills the conditions of the grant. This may include a site visit or random audit of income and expenses. Upon request and as required by the agreement, the grantee must furnish ECGRA with all data, reports, contracts, documents, and other information relevant to the activities of the applicant.

Contract Terms

- Grant contracts for MMS Planning shall be for a period of one (1) year.
- Grant contracts for MMS Implementation shall be for up to three (3) years.
- One (1) option to extend the terms of the contract for a period of six (6) months on planning grants and one (1) year for implementation grants may be permitted by ECGRA. **Detailed, written justification for the contract extension shall be submitted to ECGRA forreview and consideration.**
- If the funds allocated to the applicant are not expended on or before the expiration of the grant contract, including the extension period, the unused portion of funds shall be returned to ECGRA.

Closeout Requirements

- All recipients of funds are required to submit an online closeout report at https://www.grantinterface.com/Home/Logon?urlkey=ecgra quantifying the progress toward accomplishing approved deliverables.
- Closeout reports are due no later than thirty (30) days after the contract end date.
- All grant recipients will be required to submit financial documentation as part of the online closeout report.
- **Non-compliance** with these requirements may prevent the grantee from obtaining funding or payment from any ECGRA grant program and/or funding from ECGRA's programmatic partners.
- If it is determined that the grantee provided any material misrepresentations or that funds were used for activities not permitted under the terms of the grant contract agreement, the grant contract agreement will be considered in default and immediate repayment will be demanded. In addition, the matter may be referred to the appropriate authorities for investigation.

Section V. 2026 Grant Schedule

- **May 15, 2026 - Mission Main Street Grant Application period begins.**
- **Applications are due July 15, 2026.**
- **ECGRA's board of directors will make the final review and approve funding recommendations at its scheduled Board meeting on September 17, 2026.***
- **ECGRA will require annual status reports for multi-year projects and closeout reports for all projects 30 days from the end of the grant agreement.**

***Board approval dates subject to change without notice.**

Appendix

Summary of Applicable Provisions of the

PREVAILING WAGE ACT
43 P.S. §§ 165-1 et seq
34 Pa. Code §§ 9.101 et seq

The Prevailing Wage Act (the "Act"), 43 P.S. §§ 165-1 et seq., and the various laws and regulations governing the Act apply to Public Works projects funded by the Erie County Gaming Revenue Authority ("ECGRA"). A Public Work is defined as including construction, reconstruction, demolition, alteration and/or repair work other than maintenance work, done under contract and paid for in whole or in part out of the funds of a public body where the estimated costs of the entire project exceed $25,000.

ECGRA fund recipients shall require their contractor, if any, and contractors shall agree to require their subcontractors, to comply with the Act and the associated laws and regulations issued pursuant thereto.

Wage rates paid workmen employed in the Work shall not be less than the rates determined in the applicable wage rate determination by the Secretary of Labor and Industry for the Commonwealth of Pennsylvania and no workmen may be employed in the Work except in accordance with the classifications in Secretary's determination.

The recipient of ECGRA funds shall be required to obtain the aforementioned public wage minimum rate determination prior to drafting project specifications or engaging in a contract with a contractor on a Public Work project.

Workmen employed or working in the Work shall be paid unconditionally, regardless of whether a contractual relationship exists or the nature of the contractual relationship. Payments shall be at least once a week and be the full amounts due at the time of payment, computed at the rates applicable to the time worked in the appropriate classification, without deduction or rebate, on any account, either directly or indirectly, except authorized deductions.

The contractor and each subcontractor shall post, for the entire period of construction, the wage determination decisions of the Secretary, including the effective date of changes thereof, in a prominent and easily accessible place or places at the site of the Work and at the places used by

them to pay workmen their wages. The posted notice of wage rates shall comply with the requirements of the Pennsylvania Code, Title 34.

The contractor and subcontractor shall keep an accurate record showing the name, craft or classification, number of hours worked per day and the actual hourly rate of wage paid, including employee benefits, to each workman employed by him in connection with the Public Work. The record shall include deductions from each workman. The record shall be preserved for two (2) years from the date of payment and shall be open at reasonable hours to the inspection of ECGRA and to the Secretary of the Department of Labor and Industry or his authorized representatives.

Apprentices shall be limited to the numbers in accordance with a bona fide apprenticeship program registered with and approved by The Pennsylvania Apprenticeship and Training Council and only apprentices whose training and employment are in full compliance with the Apprenticeship and Training Act (43 P.S. §§ 90.1 – 90.10), as approved July 14, 1961, and the regulations issued thereto, shall be employed on the Public Work project. A workman using the tools of a craft who does not qualify as an apprentice shall be paid the rate predetermined for journeymen in that particular craft or classification.

Payment of compensation to workmen for work performed on a Public Work in a lump sum basis, or a piece work system, or a price certain for the completion of a certain amount of work, or the production of a certain result shall be deemed a violation of the Act and associated regulations, regardless of the resulting average hourly wage.

Each contractor and subcontractor shall file a statement each week and a final statement at the conclusion of the work with the recipient of ECGRA funds, under oath and in a form satisfactory to the Secretary of the Department of Labor and Industry, certifying that workmen have been paid wages pursuant to the contract and the Act, or if wages remain unpaid, to set forth the amount of wages due and owing to each workman respectively.

The provisions of the Act, and its associated regulations shall be incorporated by reference in each contract.

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