

CNU 28.Twin Cities

Congress Legacy Project | Invitation to Apply

The Twin Cities of Saint Paul and Minneapolis will host the 28th annual meeting of the Congress for the New Urbanism (CNU) in 2020. The annual Congress celebrates and supports the work of thousands of practitioners who dedicate themselves to the planning, design, and delivery of sustainable, diverse and walkable regions, communities and neighborhoods. Each year's Congress is also a chance to bring attention to issues that local communities confront—and to help communities address them directly.

As part of this process, CNU and the Twin Cities' Local Host Committee (LHC) invite municipalities, community-based non-profits, neighborhood organizations and other interested parties to apply for low-cost technical assistance from leading national urban design firms. Known as a *Congress Legacy Project*, each four-day neighborhood design workshop will bring over \$100,000 in pro-bono design assistance to address local issues related to the mission of CNU. The plans produced in these Legacy Projects will include short-term implementable strategies designed to have an impact in the community within 18 months. The final participants will be selected based on need and readiness to implement the resulting workshop suggestions. Since 2014, Legacy Projects have a 90% implementation rate. Legacy Project workshops will occur the week of March 23-27, 2020.

To learn more about past Legacy Projects, [visit CNU's website](#).

Legacy Project applications will be reviewed by the Local Host Committee and staff at the CNU National office. **Three-to-four projects will be selected for design assistance.** Successful Legacy Projects have a well-defined scope, strong community support, and an enthusiastic local champion. More detail on application requirements is below.

Once the Legacy Projects are selected, CNU will work with its membership to build a design team of experts. Each team will work directly with a Legacy Project sponsor to determine the scope of the project, and to plan and execute the design workshop in the spring of 2020. The final product of each Legacy Project will be presented to community representatives and Congress attendees at CNU 28.Twin Cities, June 10-13, 2020.

Important Program Dates

- Call for Applications Distributed August 1, 2019
- Applications Due September 13, 2019 (5pm CST)
- Selected Communities/Organizations Notified October 4, 2019
- Participant Kick-Off Call Week of November 11, 2019
- Agreements/Matching Funds Due November 15, 2019

Explore the Promise of the Public Realm: Community, Equity, and Voice.

Minnesotans take pride in how we invest in mobility, streets, parks, public spaces—and the Twin Cities routinely score highly in national rankings on our parks and livability.

We understand that, in addition to providing spaces for gathering, recreating, moving and commerce, our public realm is where people celebrate history and culture, express identity, and collaborate on community engagement.

In 2020, CNU28 will offer Legacy Project participants the chance to celebrate the promise of the public realm to express community, further equity and give underrepresented people a voice in the future of their communities. How can governments, communities and the private sector work to involve communities in planning for mobility, streets, parks and places that make our lives better?

- Organizing Calls as needed
 - **Legacy Project Workshops**
 - CNU 28.Twin Cities
- November 2019 – March 2020
Week of March 23-27, 2020
June 10-13, 2020

Program Goals

- Address important neighborhood, city or regional development issues.
- Increase participation of historically underrepresented or underserved communities in the planning and design process.
- Bring a level of placemaking and urban design expertise typically not accessible to local communities.
- Overcome the barriers to building great places and advance implementation.
- Create replicable, sustainable and model community solutions.

Program Focus

The primary purpose of the CNU Legacy Projects is to create more places that people love. The projects may focus on downtowns, neighborhoods, small-scale commercial districts or corridors. They may address infill development, revitalization, affordability, infrastructure, open space and parks, historic preservation, and multi-modal transportation, including transit, bicycling, scootering and walking. Legacy Projects may provide redevelopment strategies and priorities; funding mechanisms; analysis and recommendations for new or revised regulatory systems and policies; and preliminary design of urban and open spaces, and transportation systems.

The program is **NOT** intended to:

- Implement an already-determined urban design, planning or coding contract.
- Start a discussion on what could be done in 20 years.
- Develop build-ready plans with engineering specifics.

Projects should not replace work already contracted by the applicant and/or Legacy Project partners. However, projects can be viewed as an opportunity to refine or finalize a potential scope of work or RFP that will be released **AFTER** the Legacy Project.

Selection Criteria

Applications must be implementation-focused. They will be evaluated by a selection panel of CNU staff and LHC members according to the degree to which an application meets the following program goals:

1. The project invites model solutions to difficult local or regional (or even national) development issues.
2. The project supports historically underrepresented or underserved communities.
3. Support is demonstrated by local government and local organizations, including their intent to provide organizational assistance such as publicity, venues, public engagement; and to provide project team support such as background materials, information, mapping resources etc.
4. There is evidence of a clear and comprehensive approach to community engagement ahead of, during and after the workshop.

5. The project provides opportunities to improve the public realm in a way that benefits the local community in an equitable and representational manner.
6. The project will be implemented in some way within two years following the Legacy Project.
7. There is a project champion, e.g., someone/organization who is able to organize and advance the Legacy Project before and during the event, and is committed to assist with implementation afterward.

In addition to addressing the selection criteria, applicants must identify:

- **A Legacy Project Champion** to serve as the community's point of contact, participate in all organizing calls, staff the project weekend, and address implementation barriers.
- **Community Stakeholders** affected by the project.
- **The Range of Design and Planning Expertise** that may be needed.
- **The Desired Outcome(s)** of the workshop

Examples of potential Legacy Projects are far-ranging and might include: a new or updated neighborhood or station area master regulating plan, suggesting coding or regulatory changes; an implementation plan for revitalization or redevelopment with opportunities for short-term changes; a visioning session for an existing neighborhood, revitalizing corridor or large parcel; design visualization for new buildings; public realm, public space or mobility improvements; etc. For more information on the types of outcomes, check out some recent past reports (include link). Also see the Charter of the Congress for the New Urbanism (include link).

Project Team Selection

Upon selection, CNU will assign each community or organization a custom project team led by a nationally-recognized consultant design firm with inter-disciplinary expertise, and matched to their identified needs and desired outcomes. Each project team will be managed by the lead firm, with logistics support from CNU. The project team will likely be a mixture of local and national specialists.

Local Match and Budget

CNU project teams will provide pro-bono assistance and prepare final deliverables. These professional services are valued at approximately \$100,000- \$125,000 in donated time and services. Each selected community/organization is required to contribute \$15,000 to cover the direct travel expenses of these firms and CNU staff for the Legacy Project week. Any combination of municipal, foundation, corporate, or individual sponsorship may be the source for these funds. Applicants are encouraged to start the process of securing local funding commitments as soon as possible. Please contact CNU with any questions regarding the local match or budget.

In addition to this local match, selected communities are required to secure and make available the following:

- Workshop venue and security (if applicable) for up to 5 days
- Wi-Fi connection and printer
- Breakfast and boxed lunches for project team members

- Snacks and refreshments (coffee) for project team members and event participants
- A/V to support public meetings (projector, screen, microphone)
- Local outreach, marketing and promotion

Expectations of Selected Communities/Organizations

Congress Legacy Projects rely on input and active involvement from the local government, residents, and non-profit and for-profit organizations. Participating communities/organizations are expected to:

- Sign a Participation Agreement and pay the required cash match in full by November 15, 2019.
- Take a lead role in doing outreach to residents, business owners, local media, and other potential opinion leaders.
- Work closely with CNU and the lead team to make timely decisions on timeline, budget and other parameters.
- Form a multi-disciplinary Legacy Project steering committee consisting of key local government departments, community philanthropies, property owners and other development interests, non-profit organizations, business organizations and other relevant stakeholders.
- Make lead staff available for a project kick-off call and subsequent bi-weekly organizing calls.
- Cover direct costs for on-site meetings, such as refreshments, facility rental and/or audiovisual equipment.
- Follow through with project implementation and/or continued support beyond the project weekend.
- Participate in the presentation of the final work product at CNU 28 in the Twin Cities, June 10- 13, 2020.

Application Requirements

Send completed applications no later than September 13, 2019 at 5pm CST via email to Margaret O'Neal at moneal@cnu.org.

While Legacy Project partners may include other entities, the lead entity should be a local government or a non-profit organization working with the local government(s). If a non-profit organization is the lead entity, it must provide a letter of support from the local government(s).

Complete applications should not exceed 5 pages and must include the following:

- Cover page with the Legacy Project name, brief executive summary of the proposed challenge to be addressed, and point of contact (including email and telephone).
- Summary describing how the Legacy Project:
 - a) generally meets the Program Goals and Program Focus listed above, and;
 - b) specifically meets the Selection Criteria (including requested information) listed above.

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- Opportunities for near-term implementation, including property ownership, possible funding sources, etc.
- Maps showing:
 1. The location of the community within the region.
 2. If a neighborhood, commercial district or other sub-district, the location of the study area within the city.
 3. The proposed study area boundaries.
- Letters indicating:**
 1. Endorsement/commitment from local government (if local government is not the applying organization).
 2. Endorsement/commitment from applicant to commence implementation in accordance with the Legacy Project recommendation, and indicating possible funding sources.

***Note: Communities are encouraged to apply even if they cannot secure the required letters of endorsement and commitment by the submission deadline. If selected, communities will be required to provide both letters prior to signing the required participation agreement and payment of local match, which are due by November 15, 2019.*

Review and Notification

- CNU staff and members of the CNU 28 Local Host Committee will review all complete applications.
- Communities/organizations will be notified regarding their section status by October 4, 2019.
- Communities/organizations must sign participation agreements and pay the required cash match by November 15, 2019.
- All the selected Legacy Projects will take place between March 23-27, 2020.

For more information, contact Margaret O'Neal, CNU Manager of Strategic Partnerships, moneal@cnu.org | 202 870 8096.