Dear Non-Profit,

The Cuyahoga County Land Reutilization Corporation “Cuyahoga Land Bank” welcomes the opportunity to collaborate with your organization to serve both of our missions. As a quasi-governmental, non-profit organization, we are charged with the mission of strategically acquiring properties, returning them to productive use, reducing blight, increasing property values, supporting community goals and improving the quality of life for county residents. We do this through blight clearance, appropriate and innovative re-use of vacant land, the use of energy efficient, green rehabilitation and new construction standards, and special programs.

Organizations with the relevant qualifications and capacity may propose ways to restore properties in Cuyahoga County to productive use, while simultaneously improving the quality of life for citizens. CCLRC may donate, or sell at a deep discount, a property to be rehabbed to non-profits that display eligibility factors outlined in this document. While the CCLRC is not a grant award organization, some instances, it may partner with organizations by funding all or a portion of needed rehabilitation under a loan, partnership, or other venture. The more comprehensive the proposal and self-supported the organization is, the more inclined CCLRC is to work with the organization.

Non-profit organizations meeting the following mandatory requirements are eligible to submit a proposal:

- Authorized to do business in the State of Ohio.
- Non-profit status under section 501(c)(3) of the Internal Revenue Code.
- Not own any real property that is in material violation of state and/or local codes or has a history of code violations.
- Not own any real property that has a history of being a site for criminal activity during the purchaser’s ownership.
- Not own any real property that is tax delinquent.
- Not have lost any title or had any foreclosure filings against any properties within the past three (3) years.
- Use property consistent with current zoning requirements of the respective municipality.
- Comply with all fair housing and market regulations.

To determine if we can assist your organization, please fill out the attached questionnaire with as much detail as possible. Someone from our organization will contact you within two weeks to either request more information or set up an appointment to discuss your program. Thank you for your interest. We hope that we can forge a mutually beneficial relationship.

Sincerely,

Dennis L. Roberts
Director of Programs/ Property Management
Non-Profit Collaboration Application

In order to most efficiently respond to the numerous collaboration requests we receive from a wide variety of organizations, we have compiled the following introductory questionnaire to eliminate the time it takes to render a decision.

As with any successful collaboration, due diligence is key to ensuring a beneficial association. Your candid answers to the following questions will help us determine whether the Cuyahoga Land Bank will be able to engage with your organization in a mutually beneficial partnership.

[Note: Except as otherwise required by law, your organization’s proposal information will be kept in confidence and only be used to evaluate the feasibility of a collaboration with the CCLRC.]

Organization’s Official name: __________________________________________________________

Relevant dba for this proposal: _______________________________________________________

Organization address: _______________________________________________________________

Organization website: ____________________________

Contact/Project Person: ____________________________ Affiliation w/Organization: ____________
This individual should be able to best answer questions regarding the details of this program/project.

Contact Person’s Phone Number: _____________________________________________________

Contact Person’s Email address: _____________________________________________________

Executive Director Name: __________________________________________________________

Chair, Board of Directors Name: ___________________________________________________

Are you registered as a non-profit in Ohio or any other state? ○ Yes ○ No

Please provide us with a brief description of your organization’s mission without reference to a possible collaboration with the Cuyahoga Land Bank – in other words, what do you do?: (Please provide a company brochure, annual report, etc. on a separate sheet, if more room is needed)

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
Has your organization ever applied for a grant from any other source before?  ○ Yes  ○ No
Has your organization ever received a grant from any other source before?  ○ Yes  ○ No
If “yes,” please list your most recent grants & year awarded:
________________________________________________________________________________________
________________________________________________________________________________________
How is your organization primarily funded?
☐ grants from charitable foundation (describe) ________________________________________________
☐ private donations (describe) _____________________________________________________________
☐ out-of-pocket (describe) _______________________________________________________________
☐ city/state/federal grants (describe) _______________________________________________________
☐ other: _______________________________________________________________________________

The typical Land Bank property requires renovation to be completed by the purchaser prior to transfer and occupancy. Please note that funding verification will be necessary prior to agreement.

What range of renovation costs are you willing to invest in your project? _______________________

Please give the current amount of funding attained for your project: ____________________________

PROPERTY INFORMATION – If you have interest in a particular property or properties please indicate below:
(To view properties currently available, go to www.cuyahogalandbank.org and click on “Current Properties.”)

1. Parcel ID# ________________________________
   CCLRC property address _________________________________________________________________

2. Parcel ID# ________________________________
   CCLRC property address _________________________________________________________________

3. Parcel ID# ________________________________
   CCLRC property address _________________________________________________________________

How many properties does your proposal request? _____________________________

Please describe the specific characteristics of the ideal property that will meet the needs of your organization.
Include such detail as location, size, number of rooms, bathrooms, access to transportation, etc. as relevant.
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

While a formal comprehensive proposal may be required moving forward, please provide a brief overview of what you are specifically requesting from the Cuyahoga Land Bank and the proposed action plan for your property or project. Attach additional pages if needed.
____________________________________________________________________________________
____________________________________________________________________________________
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Proposals must demonstrate shared goals between the non-profit objectives and CCLRC’s mission. Please indicate which of the following Cuyahoga Land Bank goals that you believe a collaboration will help us meet (check more than one category if applicable):

- returning properties to productive use through:
  - rehabilitation
  - sale to new private owners
  - demolition
  - preparation for traditional economic development
  - innovative ecological purposes
  - assemblage
  - improve the quality of life for Cuyahoga County's residents through its efforts
  - workforce development
  - creative reuse such as gardening, green space, storm water management
  - recycling, salvage re-use, deconstruction
  - other: ____________________________

Acknowledgement:
I acknowledge that I am affiliated with the above non-profit organization and have been granted the ability to fill out the above program proposal. I attest that all information submitted is true to the best of my ability. I understand that all information submitted will be kept strictly confidential by the Cuyahoga Land Bank and only be used in the evaluation of the above proposal.

________________________________________________
Print

_______________________________________________  ________________
Signature                                           Date

_______________________________________________
Title (if applicable)

*Please note that this form is a preliminary overview of your organization that is designed to introduce your proposal to the Land Bank. Additional documentation and information may be required should the Land Bank decide to engage your organization further.

Please direct your completed Non-Profit Program Proposal application and any questions to:

Cuyahoga County Land Reutilization Corp.
Attention: Non-Profit Collaborations
812 Huron Road E., Suite 800
Cleveland, Ohio  44115
(216) 698-2820 (ph)
(216) 698-8972 (fax)
vnyemba@cuyahogalandbank.org