



CITY OF TOPEKA

Community Engagement
215 SE 7th Street, 1st Floor, Suite 150
Topeka, KS 66603

www.topeka.org

2025 TOPEKA DREAMS NEIGHBORHOOD IMPROVEMENT INITIATIVES

PROGRAM SUMMARY & GUIDELINES

Preliminary Application Due: Friday, September 13, 2024, 5:00 p.m.

Final Application Due: Friday, October 11, 2024, 5:00 p.m.

Application Questions / Technical Assistance: Bianca Burnett, Senior Community Engagement Coordinator,
lburnett@topeka.org or 785-368-3663

Project Eligibility Requirement: All Projects must have prior approval via the City of Topeka Consult Meeting process before the application is submitted. (2024 Consult Meetings: January – April 2024)

Applications are due to Community Engagement: by hand delivery/mail to 215 SE 7th Street, 2nd Floor, Suite 250; or by email submittal to nlairequests@topeka.org by the due dates listed above.

**Applications must include all necessary scope and budget estimates and project recommendations provided by City, County, State, Federal, partnering entities, etc.*

**Please attach all required documents to your application.
You may also attach any of the optional documents listed below.**

REQUIRED

1. Supporting Project Budget Quotes, Engineer Estimates, Additional Funding documentation, etc.
2. Approval letters (*City, County, State, Federal, property owner, etc.*)
3. Documentation of how the stakeholders were notified about the project (flyers, newsletters, etc.)
4. Documentation of how the stakeholders were included in the decision of the project (meeting minutes, notes, meeting attendance, etc.)

OPTIONAL

5. Supporting signatures of stakeholders in the impacted area (You may use the template provided and make copies as needed (*See pg. 6*))
6. Letters of support from stakeholders (*See pg. 7*)
7. Relevant pictures, maps, and other documentation related to your project

TOPEKA DREAMS NEIGHBORHOOD IMPROVEMENT INITIATIVES PROGRAM (NIIP)

The Topeka DREAMS Neighborhood Improvement Initiatives Program (NIIP) is a neighborhood investment partnership program between the City of Topeka and area Neighborhood Improvement Associations (NIAs). The program is designed to assist NIAs with improving their neighborhoods through, community collaboration, neighborhood planning, public infrastructure improvements, and housing rehabilitation and potential affordable housing in low and moderate-income (LMI) neighborhoods of Topeka. This partnership allows for the planning, design, and completion of projects that address current conditions, and the identification of goals for future neighborhood infrastructure, housing, and other quality of life improvements. The City works to implement the priority projects, identified by the community, into the City of Topeka's Capital Improvement Plan, Capital Improvement Budget, and annual Housing and Urban Development (HUD) Community Development Block (CDBG) Funding priorities for neighborhood projects through three initiative levels.

DREAMS 1 - BIENNIAL NEIGHBORHOOD INVESTMENT PROGRAM

1 NIA Neighborhood Awarded Biennially

As part of the Neighborhood Improvement Initiatives Program (NIIP) the City of Topeka invest in one Intensive Care or At-Risk neighborhood (restricted to those with At-Risk block groups in danger of becoming Intensive Care (health scores = 2.0 or lower from latest health update) * biennially.

- Development of a Comprehensive Neighborhood Plan (outlining current neighborhood conditions, future goals, future land use map, and neighborhood-specific elements (e.g., Infrastructure, housing, and other quality of life improvements)
- Up to \$1.4 million of the City of Topeka’s Capital Improvement Funding
- Up to \$150,000 of Utilities funding for public infrastructure improvements
- Up to \$330,000 in HUD funding for housing rehabilitation and *potential affordable housing.

*See *List of Eligible Neighborhoods for DREAMS 1*

*All neighborhoods may not be eligible or may choose to opt out of the affordable housing option

Note: The DREAMS 1 Awardee will not be eligible to receive DREAMS 2 or DREAMS 3 project grants during the current award year and must wait for at least one funding cycle after being awarded to re-apply.

Note: all individual Housing Rehab property owner applicants are subject to Housing and Urban Development and City of Topeka Housing Services requirements for eligibility and approval ([Link to Housing Services Here](#)).

(NIAs Applying for DREAMS 1 may also opt to be considered for DREAMS 2 Housing if their NIA is not selected for DREAMS 1)

OTHER PROGRAM CONDITIONS

1. Funding priority for projects will be given to infrastructure projects identified in the target area and no more than 5% of the total infrastructure budget will be spent on public parks.
2. Funding for ALL NON-CITY public amenities require at least 50% matching funds and should constitute no more than 5% of the overall infrastructure budget. The 50% matching funds may be financed through other sources such as community groups (associations), public and private entities, non-profits, and other government entities.

Tentative Implementation Schedule:

2024	2025	2026	2027
Application/ Selection	Planning	Design	Construction

DREAMS 2 – BIENNIAL NEIGHBORHOOD HOUSING REHAB PROGRAM

Up to Four NIA Neighborhood’s Awarded Biennially

(NIAs Applying for DREAMS 1 may also opt to be considered for DREAMS 2 Housing if their NIA is not selected for DREAMS 1)

As part of the Neighborhood Improvement Initiatives Program (NIIP), up to \$330,000 in HUD housing rehabilitation funding may be divided amongst up to four NIA neighborhoods.

- Major Home Rehab – Up to \$30,000 awarded to individual income-eligible homeowners on a first on a first-come-first-serve basis in the selected neighborhoods.
- Minor Housing Rehab – Up to \$15,000 awarded to individual property owners (landlords) on a first on a first-come-first-serve basis in the selected neighborhoods.
- Voluntary Demolition and Infill housing may also be an option

Note: all individual applicants are subject to Housing and Urban Development and City of Topeka Housing Services requirements for eligibility and approval ([Link to Housing Services Here](#)).

Tentative Implementation Schedule:

2024	2025	2026
Application/ Selection/ Planning	Design	Construction

DREAMS 2 – BIENNIAL MAJOR NEIGHBORHOOD IMPROVEMENTS PROGRAM

Multiple NIA Neighborhood Projects Awarded Biennially

As part of the Neighborhood Improvement Initiatives Program (NIIP)

1. Up to \$1.4 million (between \$100,000 up to \$1,000,000 per project) of the City of Topeka’s Capital Improvement Funding, and \$150,000 of Utilities sanitary sewer funding for public infrastructure improvements will be awarded for multiple NIA neighborhood projects biennially.
2. Funding may also be used as local match funding for larger public infrastructure improvements.
3. NIAs may also collaborate with Interested community partners to apply for grant funding for public infrastructure improvements.

PROGRAM CONDITIONS

4. Funding priority for projects will be given to infrastructure projects and no more than 5% of the total infrastructure budget will be spent on public parks.
5. Funding for ALL NON-CITY public amenities require at least 50% matching funds and should constitute no more than 5% of the overall infrastructure budget. The 50% matching funds may be financed through other sources such as community groups (associations), public and private entities, non-profits, and other government entities.

Tentative Implementation Schedule:

2024	2025	2026
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Application/ Selection/ Planning	Design	Construction
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DREAMS 3 – ANNUAL MINI-GRANTS PROGRAM

Multiple NIA Neighborhood Projects Awarded Annually

DREAMS 3 is funded through the federal Community Development Block Grant (CDBG) Program and from the City’s General Obligation (GO) Bonds. These funds are used to support a variety of small neighborhood-based public projects or local match funds for larger public initiatives. Projects must be located within predominately low/moderate-income (LMI) neighborhoods. Program priorities include community public service activities for LMI persons, infrastructure improvements, neighborhood beautification, and quality of life enrichment.

- \$60,000 CDBG funding
- \$140,000 (GO) Bonds funding
- Grant awards range from \$1,000 up to \$50,000
- NIAs may also collaborate with Interested community partners to apply for grant funding for public improvements and services.

Tentative Implementation Schedule:

Project type	2024	2025	2026
Construction or Installation Projects	Application/ Selection	Design /Constructed	Installation / Construction
Non-construction / Installation Projects	Application/ Selection	Implementation	

***NOTE: ALL TIMELINES & FUNDING ARE TENTATIVE AND SUBJECT TO CHANGE**
Note: Estimated funding indicated for all program initiatives is subject to change based on final authorization provided by the Federal Department of Housing and Urban Development (HUD) and/or authorization of the City of Topeka’s Governing Body.

TENTATIVE APPLICATION PROCESS SCHEDULE

***NOTE: ALL TIMELINES ARE TENTATIVE AND SUBJECT TO CHANGE**

PRE-APPLICATION

January – April 2024 (various dates) DREAMS Consult Meetings (NIAs & City Departments)

March 27, 2024 Informational Workshop

July 8, 2024 Applications Available Online

July 16, 2024 Community Engagement provides DREAMS Consult Summary Reports to NIAs that participated in the January-April 2024 DREAMS Consult meetings City of Topeka Planning, Public Works, and Utilities Departments personnel)

APPLICATION

September 13, 2024 Preliminary Applications Due

September 2024

- **Pre-screening of Applications:** Community Engagement will screen applications to ensure that threshold criteria is met.
- **Internal COT Review Committee:** comprised of city employees and the selected CAC Review Committee (3 members). All applications will be reviewed by the internal review committee for further recommendations and approvals. Applications will be reviewed on the basis of meeting federal, state and local regulations, standards and requirements. Neighborhoods will have an opportunity to update applications if needed.

September 27, 2024 COT Review Committee Recommendations provided to applying NIAs

October 11, 2024 Final DREAMS Applications Due (Only revised applications)

POST APPLICATION

October 19, 2024 CAC Review Committee Workshop (Saturday event)- the CAC will review applications and the recommendations of the Internal COT Review Committee and score applications in order of funding priority.

October 31, 2024 CAC Scoring forms due to Community Engagement

November 6, 2024 CAC vote to approve priority funding recommendations based on scoring outcomes.

November 19, 2024 Community Engagement present recommendations to City Council (CAC Chair & Vice Chair attend)

December 3, 2024 City Council approves final recommendations

POST AWARD

See tentative implementation timelines provided under each respective DREAMS initiative.