



DCED: Neighborhood Catalytic Capital Investment Program (NCCIP) Application

The City of Cincinnati’s Neighborhood Catalytic Capital Investment Program (NCCIP) provides pre-development funding to advance transformative neighborhood projects to the next phase of the development process or to determine the economic viability of a project vision. Applicants must demonstrate proposed pre-development activities that would result in progress toward a catalytic neighborhood project. **The maximum dollar request limit for each funding request is \$100,000.** The City of Cincinnati is seeking to fund as many catalytic projects as possible. Per City Ordinance 2019-2025, the total amount of funds available for the 2025 - 2026 program year is \$500,000.

Application Notes: Fill out the form with the most complete information that you can provide. Supporting documents must be labeled according to the checklist. If files are consolidated in a single PDF, please separate with a blank page. Please compress files to reduce the file size before submitting to ensure your documents are properly delivered. Upon completion of this form, save your responses as a PDF.

All attachments and the PDF version of this form must be submitted to the DCED email, communitydevelopment@cincinnati-oh.gov.

This form is due by 5:00 PM EST on September 12, 2025.

To save PDF version of this form, select "Save my response to edit" upon form submission. After re-opening submission, right-click anywhere on the form, select "Print", then save as PDF.

Questions, comments, concerns regarding this form? Send an email to Grea Koehler at [Grea Koehler@cincinnati-oh.gov](mailto:Grea.Koehler@cincinnati-oh.gov)

Section A - Applicant Information & Qualifications

1. Legal Name of Applicant Organization *

2. Applicant is a *

- corporation
- LLC
- partnership
- sole proprietorship
- Non-Profit
- Other

3. Federal Tax ID#(s) *

4. Legal Address *

Should match address on Ohio Secretary of State Registration

5. Primary Contact Person *

6. Contact Title *

7. Contact Telephone Number *

8. Contact Email Address *

9. Board Members and Officers (Non-Profit Organizations) OR Individual/entities holding ownership interest of 20% or more

List "Name, Title, % ownership (if applicable)"

10. List individuals or other organizations/vendors who are team members *

List "Name, Title, Project Role"

11. Team Capacity & Experience *

Please provide a brief narrative describing the Project Team's background and project experience, including examples of relevant experience with comparable projects completed by the applicant, project team members, and committed partners. Additional information may be attached.

Section B - Certifications by Applicant

12. Has/does the applicant: *

Checked boxes qualify as a "Yes".

- 1. Been convicted of a felony?
- 2. Been convicted of or enjoined from any violation of state or federal securities law?
- 3. Been a party to any consent order or entry with respect to an alleged state or federal securities law violation?
- 4. Been a defendant in a civil or criminal action?
- 5. Owe any delinquent taxes to the State of Ohio or political subdivision of the State?
- 6. Owe any monies to the State or a state agency for the administration or enforcement of any environmental laws of the State?
- 7. Owe any monies to the State, a state agency, or a political subdivision of the State that are past due, whether the amounts owed are being contested in a court of law or not?
- 8. Received City development assistance and/or enacted development Agreements with the City within the past 5 years?
- 8a. If Yes to above (#8), are the Applicant and its affiliates currently in compliance to said Agreement(s)?
- 8b. If Yes to the above (#8), have the Applicant and its affiliates had any agreements with the City of Cincinnati or other political subdivision of the State of Ohio terminated for non-compliance?
- None of the statements above apply.

13. If the applicant responds yes to any of the above questions, please provide details of each instance and use additional documentation in an attachment for each response if necessary.

Section C - Project Description

For questions 14-17, please reference wedge.hcauditor.org or <https://cagis.hamilton-co.org/cagisonline/>

14. Project Address *

Project must be located within the City of Cincinnati boundaries.

15. Zip Code *

16. Hamilton County Auditor Parcel ID# (please indicate if multiple parcels) *

Parcel ID # may be found by searching address at wedge.hcauditor.org or <https://cagis.hamilton-co.org/cagisonline/>

17. Cincinnati Neighborhood *

If unsure of neighborhood, please use property's Community Council Boundary listed on CAGIS Property Report at <https://cagis.hamilton-co.org/cagisonline/>

- Avondale
- Bond Hill
- California
- Camp Washington
- Carthage
- Clifton
- Clifton Heights
- College Hill
- Columbia-Tusculum
- Corryville
- CUF
- Downtown (Central Business District)
- East End
- East Walnut Hills
- East Price Hill
- East Westwood
- English Woods
- Evantson
- Hartwell
- Hyde Park
- Kennedy Heights
- Linwood
- Lower Price Hill
- Madisonville
- Millvale
- Mt. Adams
- Mt. Airy

- Mt. Auburn
- Mt. Lookout
- Mt. Washington
- North Avondale
- North Fairmount
- Northside
- Oakley
- Over-the-Rhine
- Paddock Hills
- Pendleton
- Pleasant Ridge
- Queensgate
- Riverside
- Roselawn
- Saylor Park
- Sedamsville
- South Cumminsville
- South Fairmount
- Spring Grove Village
- Villages at Roll Hill
- Walnut Hills
- West End
- West Price Hill
- Westwood
- Winton Hills

18. Amount of funding requested from NCCIP *

\$

19. Project Type *

New Construction

Renovation

20. Size of existing structure (if applicable)

(sq ft)

21. What percentage of the existing structure is occupied? (if applicable)

(%)

22. Intended Land Use *

Residential

Commercial

Mixed Use

Industrial

23. Size of new building to be constructed or size of renovation project *

(sq ft)

24. Size and unit count for Commercial (if applicable)

25. Size and unit count for Industrial (if applicable)

26. Size and unit count for Residential (if applicable)

27. Total square footage or units to be constructed/renovated *

28. Please describe the project vision, overall narrative, and intended neighborhood impact, then describe how the proposed use of these grant funds will act as a catalyst for the project. *

29. Please describe how the proposed project contributes to **each of the (5) pillars (as applicable)** of the City's *Achieving Change Together* (ACT) public health approach to violence prevention by focusing on addressing root causes of violence through proactive and collaborative strategies. *

ACT information: <https://www.cincinnati-oh.gov/manager/act/>

30. Propose a detailed Statement of Work for how the funds will be spent *

Example: if requesting funds for a design, specify design type and deliverables that will be provided by architect/engineer

Section E - Required Attachment Checklist

Please provide the following required items as a corresponding attachment. If you believe a particular item is not applicable to your project, please address the item by including an explanation of why you believe it is not applicable. Please ensure that all sections of the application are complete and that ALL REQUIRED ATTACHMENTS LISTED BELOW ARE SUBMITTED/ ADDRESSED WITH YOUR APPLICATION. Please check all items that are included. **If an item is left unaddressed by the Applicant, the reviewing department cannot complete its review of the application.**

31. I have included the following **Application Information and Qualification** attachments: *

Check all that apply.

- a. Corporate Resolution
- b. Articles of Incorporation
- c. Operating/Partnership Agreement for entity applying for assistance
- d. Resumes of owners and/or key managers or partners (in the case of real estate development, provide information for the entire development team)
- f. Names, addresses, photos, and brief description of similar projects completed by development team.

32. I have included the following **Project Description** attachments. *

Check all that apply.

- a. Concept site plan (if available)
- b. Anticipated timeline
- c. Community support letters

33. I have included the following **Budget** attachments: *

Check all that apply.

- a. Sources and Uses table (spreadsheet provided)

34. I have included the following **Sources of Funds** attachments: *

Check all that apply.

- a. Grant/Financing approval letters
- b. Conditional bank commitment and/or term sheet
- c. Other sources

Submit Application

All attachments and the PDF version of this form must be submitted to the DCED email, communitydevelopment@cincinnati-oh.gov.

This form is due by 5:00 PM EST on September 12, 2025.

To save PDF version of this form, select "Save my response to edit" upon form submission. After re-opening submission, right-click anywhere on the form, select "Print", then save as PDF.

Questions, comments, concerns regarding this form? Send an email to Greg Koehler at Greg.Koehler@cincinnati-oh.gov

35. The Applicant acknowledges that to be eligible for assistance from the City of Cincinnati, the subject property must be located within the City of Cincinnati.
The Applicant acknowledges that no offer of City assistance is binding until the execution of a funding agreement by both parties.
The Applicant agrees to supply additional information upon request. *

Please initial that you have read the above.

36. I declare under the penalties of falsification that this application including all enclosed documents and statements has been examined by me, and to the best of my knowledge and believe is true, correct, and complete. *

Please write your full name, title, and date

This content is neither created nor endorsed by Microsoft. The data you submit will be sent to the form owner.

