



COMMITTEE WORKSHOP MEETING

Wednesday July 16th, 2025

7:00 P.M.

DRAFT AGENDA

Call to Order

Public Comment

Reports

- Jenkintown Fire Department Reports
- Second Alarmers
- Police Department
- Public Works Department
- Engineer Report

Public Works - New Business/Items for Discussion

- 2025 PECO Gas Main Replacement Project – Homestead, Cottman Street & West Avenue (Project Ongoing)
- Proposed 2025 Road Paving Project – West Avenue (Florence to SEPTA) Advertised 7/11 & 7/16.
(Notifications sent, concrete curb and sidewalks inspected, letters defining required repairs sent, paving project has been prepared for bidding and permission to advertise for bid has been approved)

Public Works - Ongoing Business

- Parking Inventory – Parking evaluation of on and off-street inventory being performed by the Borough Traffic Engineer and Staff
- (precursor to parking study)
- ARLE Grant Application – Proposed Traffic Count and Timing of York Road Traffic Signals (Estimated project cost of \$101,960.00 with NO Local Fund Match required)
- PA Small Water Grant - Sanitary Sewer Meter Replacement / Repairs (Sewer Meters, Main Cleaning/Televising) - Grant application was submitted (no update).
- DCED – Flood Mitigation Program Grant - Shoemaker Avenue at Leedom Street Grant application was submitted (no update).
- MONTCO 2040 Implementation Grant awarded to Jenkintown Borough on May 15th in the amount of \$250,000.
(Borough Wide Pedestrian Safety and Traffic Calming Improvements, Construction expected 2026)
- CDBG Grant, ADA Ramp Project Completed (Grant closeout underway)
- 2024 PECO Gas Main Replacement Project
(York Road – project complete including final paving and striping restoration)
- Cedar Street Moretti Park – Moretti family plaque (no update)
- Noble Bridge Replacement PennDOT – Septa Project Update

Public Safety - New Business/Items for Discussion

- SPS Fire Recovery and Testing Updates
- Fire Department – Updates from Fire Commission (Department Policy Updates)
- Proposed Traffic/Pedestrian Safety Improvements – 93 York Road (GIANT)
- Disposal of Borough Property – Unit#3302- PD - 2018 Ford Explorer Interceptor
Motion: to move to full Council permission to dispose of Borough Owned Property through Public Bid (Munici-bid website)
- Ordinance 2025-1, Ch. 172 Vehicles & Traffic Art. III and IV
Motion: to move to full Council consideration to publicly advertise Ordinance 2025-1, Ch. 172 Vehicles & Traffic Art. III and IV. (Comprehensive revisions to parking regulations and metered parking/parking payment zones and Borough operated parking lots.)
- Fire Department Policies
Motion: to move to full Council for consideration to adopt policies as presented.
- Police Department Policies
Motion: to move to full Council for consideration to adopt policies as presented.

Public Safety - Ongoing Business

- Fire Department Apparatus Status – Engine 99 (Spartan Pumper) Major and subsequent repairs completed.
- Truck Traffic / Vehicle Concerns and Ordinance List of Streets
- Public Parking Lot Signage – Plan Approved, Signage Ordered
- Police Interceptor Explorer – Vehicle delivered and provided to equipment upfitting contractor.
- Traffic Light Upgrade Runnymede and Walnut Street
(Right of Way Discussions w/ Affected Property Owners to be Scheduled)

Administration & Finance - New Business/Items for Discussion

- Borough Monthly Reporting – May Report Provided
- Borough Tax Collection Report – update
- ACT 511 Tax Collection – update
(BPT, MCT, LST, and Non-Resident EIT)
- LOC (letter of credit) #6 escrow release, 821 Homestead Road, Midgard Properties
(Release of \$86,130, remaining after release \$26,993.18)
Motion: to move to full Council for approval
- MS4 - 7 Year Permit Renewal - Notification to Borough Council
Motion: to move to full Council for Official Notification of MS4 Report Filing
- DCED – Main Street Matters Program Grant Opportunities
- 2025 Jenkintown Festival of the Arts – Sunday, September 21 – 1:00 to 6:00 PM

Administration & Finance - Ongoing Business

- Borough Financial, Billing and Building Code Software - *Edmunds Gov Tech Software (Met w/ Edmunds, Thursday 7/10 to finalize software quote)*
- Sanitary Sewer System Management Software – *WaterWorth Software (update)*
- LSA Grant – Rehabilitation of Borough Hall
(*Process/progress update, contract signed, and project may proceed*)
- Governor’s Center for Local Government Services
(*STMP - Strategic Management Planning Program*)

- Personnel Policy & Procedure Manual Update
(update required to comply with most recent Federal and Labor Laws - final revision sent to Labor Council)
- Right to Know requests – Borough Solicitor handling larger requests or requests requiring redaction

Building Zoning & Revitalization - New Business/Items for Discussion

- Planning Commission
(Final Land Development – 459/471 York Road)
- Conditional Use Hearing Wednesday, July 23rd at Borough Council
(Applicant requesting relief per Borough Code 181-74 – Onsite Parking Reduction)
- Current Development Updates
 - I. 459/471 Old York Road LLC – Mixed Use Building, Retail / Apartments
Final Land Development to come before Council next Wednesday, July 23rd
 - i. 821 Homestead Road – apartment building – 22 of the 26 - 1 & 2-bedroom Apartments have been leased- w/Commercial space also leased on 1st floor.
 - ii. 604 West Avenue Immaculate Church – (3-bedroom apts/commercial first floor)
EDU/Planning Module approved by Pa DEP. Interior building permit issued.

New Businesses – Zoning & Use Permits

- 111 York Road – Mobay, Jamaican Restaurant – completed, opening soon.
- 207 York Road – Beauty Salon, approved (same use – personal service shop)
- 209 York Road – Event Center (same use)
- 321 York Road (rear) – Lillie’s Authentic Indian Cuisine, special events and overflow seating for existing restaurant
- 721 West Avenue – Women’s Boutique ‘Dear Laney’
- 727 West Avenue – Women’s Boutique ‘Belle Cose Boutique’, approved (former Shoe Repair)
- 729 West Avenue – Aesthetics Studio ‘Fresh Skin Babes LLC’ – Use permitted, requires Conditional Use for reduction of onsite parking and EDU filing. Letter sent
- 725 West Avenue – Arcade (indoor entertainment not a permitted Use in Town Center Zoning District. Denial letter sent. Under consideration by ‘Children’s Boutique’.
- 315 York Road – Finance Office “Gratz College”, approved (former dress shop)
- 319 York Road – Art Gallery ‘Moody’s Gallery’ – approved (former Art of MBB, studio)
- 501 Washington Lane, Suite 2 – “Jenkintown Nail & Spa” – approved, (new construction)
- 501 Washington Lane, Suite 1 – Fruit Salad and Smoothie Shop “Blendery, LLC” – approved (new construction)
- 610 York Road, suites #650 & #676 – Special Event Rental Space ‘DLR Venues, LLC’ – approved (former office space)

Building Zoning & Revitalization - Ongoing Business

- Building Improvements Continue (401 York/700 block of West Avenue)
- Community Playground at JSD (Legacy Park update)
- Private / Public Parking Lot – 429 York Road
(Possible future opportunity)
- Cedar Street / Greenwood Avenue Properties – Temporary Parking Agreement Ending

Other Business Adjournment



Jenkintown Police Department

Jenkintown, Pennsylvania

Phone: (215) 884-1202
Fax: (215) 885-3059

Chief Thomas M. Scott

700 Summit Avenue
Jenkintown, PA 19046

MONTHLY REPORT OF POLICE ACTIVITY

June 2025

The following information is offered for your information, review, and questions, if any. In accordance with our Records Management System, Montgomery County EOC dispatched, and Jenkintown Borough Police Department handled 419 calls for service. The attached Calls for Service report describes the various calls for service and how many responses our officers handled.

NOTABLE ACTIVITY

- Parking Enforcement is continuing to work diligently within the current conditions and have benefited from the automation of T2. The software is helping to analyze the revenue and collections that have been improved significantly. This information will help with planning for the budget cycle in the Fall. More signs for Park Mobile and other related Permit Parking signs will be ordered and posted when the ordinance is approved.
- The latest draft parking ordinance has been shared with Council for consideration.
- We have several policies for review and approval of Council at the business meeting. The following are the policies proposed for approval:
 - 26.1.2b Code of Discipline
 - 26.1.3 Discrimination and Sexual Harassment
 - 26.1.3a Non-Fraternization with Police Interns
 - 26.1.4 Disciplinary System
 - 26.1.5 Role and Authority of Supervisors
 - 26.1.6 Appeal Procedures
 - 26.1.7 Dismissal Procedures
 - 26.1.8 Records
 - 26.1.9 Social Media
 - 31.2.3 Equal Employment Opportunity Procedures
 - 33.1.5 Remedial Training
- Chief Scott attended the Pa. Chiefs Conference in Lancaster and attended several sessions on Labor issues, the Tree of Life Jewish Center Attack, Accreditation, and other related current issues and trends.
- Ofc. Kelly attended Gracie Survival/Control Tactics Instructor Level II at the end of June. Ofc. Tuffy is scheduled to complete the FBI Leadership Trilogy in August and Ofc. Murtagh will be attending training on how to conduct Tik Tok and Snapchat investigations.
- The weekly meetings with SPS and other agencies continue to occur. The Pa. Dept of Health is scheduling Soil SHOP events in Abington and possibly in Jenkintown. Residents will be able to bring soil samples for analysis by the DOH specifically for metals, like Lead and Arsenic.
- Summer vacation for all students is underway. We have participated in a science event at The STEM Pre-School during spy week. Ofc. Matteo and Murtagh participated in helping the students to collect and produce fingerprints.



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- The July 4th Celebration and Parade went on without any issues. There was a good turnout for our Borough. Thank you to the Fire Department for the festivities in Town Square.
- The Uniform Crime Reports have been submitted and will be posted on the website for the first half of the year.



JENKINTOWN POLICE DEPARTMENT

Calls for Service
Year 2025 June

Code	Call for Service	Totals
0610	THEFT	1
0613	THEFT SHOPLIFTING	1
0710	MOTOR VEHICLE THEFT	1
1010	FORGERY	2
1130	FRAUD ALL OTHERS	3
1440	CRIMINAL MISCHIEF ALL	1
1445	PROPERTY DAMAGE REPORT	1
1711	SEX OFFENSE ALL OTHERS	1
2040	FAMILY OFFENSES - DOMESTIC	1
2415	DISPUTE	1
2420	DISORDERLY CONDUCT / HARASSMENT	1
2450	NOISE COMPLAINT	3
2654	DISTURBANCE	5
2656	THREATS	2
2657	HARASSMENT	2
4014	OPEN DOORS/WINDOWS GENERAL POLICE	5
4019	SUSPICIOUS ACTIVITY CDS RELATED	1
4020	SUSPICIOUS AUTO	9
4021	SUSPICIOUS ACTIVITY	21
4022	SUSPICIOUS PERSON	1
4051	ALARM BURGLARY OR HOLD UP RESIDENCE	7



JENKINTOWN POLICE DEPARTMENT

Calls for Service
Year 2025 June

Code	Call for Service	Totals
4052	ALARM BURGLARY OR HOLDUP NON RESIDENCE	15
4081	JUVENILE MATTER (NON CRIMINAL ONLY)	3
4100	ALARMS (FIRE ALARMS)	14
4101	FIRES (ALL WORKING FIRES)	1
4162	FUMES - ODOR UNKNOWN / STRANGE OUTSIDE BLD	1
4504	ATTEMPTED SUICIDES	1
5004	FOUND ARTICLES	1
5010	MISSING PERSON	1
5506	LOST / FOUND / STRAY ANIMALS	2
5510	ANIMAL COMPLAINTS ALL	3
6006	REPORTABLE MV CRASH W/INJURY	2
6008	REPORTABLE MV CRASH NO INJURIES	4
6015	REPORTABLE MV CRASH HIT & RUN	3
6016	NON REPORTABLE MV CRASH	5
6017	NON REPORTABLE MV CRASH HIT & RUN	1
6305	SELECTIVE ENFORCEMENT TRAFFIC	4
6308	TRAFFIC MV COMPLAINT	2
6310	TRAFFIC ENFORCE / STOP	42
6335	TRAFFIC HAZARD	2
6336	DISABLED MV	4
6511	PARKING VIOLATION COMPLAINT	20
6602	ABANDONED IMPOUND/TOWAWAY	4



JENKINTOWN POLICE DEPARTMENT

Calls for Service
Year 2025 June

Code	Call for Service	Totals
6612	SIGNALS SIGNS OUT	1
7003	PROPERTY CHECK / AREA CHECK	8
7006	LOCK OUT	3
7008	MEDICAL ASSISTANCE	29
7014	OTH PUB SERV/WELFARE CHK	16
7015	ASSIST CITIZEN	11
7050	PROPERTY CHECK SCHOOL FACILITIES	1
7502	ASSISTING-FIRE DEPT	5
7504	ASSISTING-OTHER POLICE DP	5
7506	ASSISTING-OTHER AGENCIES	1
8010	WARRANTS-LOCAL	1
8110	WARRANTS-OTHER AGENCIES	2
9002	ADMINISTRATIVE DUTIES	1
9007	COVER SCHOOL POST	1
9008	COURT	3
9020	POLICE INFORMATION	18
9029	CIVIL MATTER	2
9030	SPECIAL DETAIL ASSIGNMENT	10
9052	PFA INFORMATION	1
9068	COMMUNITY RELATIONS ACTIVITY	1
9071	DIRECTED PATROL	12
911	911 HANG UP / CHK WELFARE	4



JENKINTOWN POLICE DEPARTMENT

Calls for Service
Year 2025 June

Code	Call for Service	Totals
9112	FOOT PATROL	30
9115	FOLLOW UP	7
9192	VEHICLE MAINTENANCE	4
9982	SEX OFFENDER REGISTRATION	1
9988	RETURN TO STATION	3
9989	CALL BY PHONE	33
	Grand Total	419

JENKINTOWN FIRE DEPARTMENT
MONTHLY CHIEF'S REPORT
June 1 – June 30, 2025

41 calls for the Department, 21 Incidents within the Borough of Jenkintown and 20 Mutual Aid Incidents

21 Automatic Fire Alarm	1 Appliance	1 Investigation
7 Dwelling	1 Fire Police Detail	1 Trash
2 Building Investigations	1 Gas Odor Inside	1 Wires Outside
2 Commercial Building	1 Gas Odor Outside	

Mutual Aid Responses: 20

25-144	06/01	1624 Prospect Ave.	Dwelling	Abington Township
25-147	06/03	1216 Easton Rd.	Dwelling	Abington Township
25-150	06/09	101 Washington Ln.	AFA	Abington Township
25-152	06/10	101 Washington Ln.	AFA	Abington Township
25-154	06/12	100 Old York Rd.	AFA	Abington Township
25-155	06/12	60 E. Township Line Rd.	Commercial	Cheltenham Township
25-158	06/14	8 North Ave.	Dwelling	Cheltenham Township
25-160	06/16	101 Washington Ln.	AFA	Abington Township
25-161	06/18	101 Washington Ln.	AFA	Abington Township
25-163	06/18	1130 Delene Rd.	Appliance	Abington Township
25-166	06/19	89 McFadden Dr.	Dwelling	Abington Township
25-167	06/19	705 Upsal Rd.	Bld. Invest.	Abington Township
25-169	06/19	2641 Barnes Ave.	Dwelling	Abington Township
25-172	06/21	902 Valley Rd.	AFA	Cheltenham Township
25-173	06/21	100 Old York Rd.	Commercial	Abington Township
25-174	06/23	100 Old York Rd.	AFA	Abington Township
25-175	06/23	7622 Oak Lane Rd.	Dwelling	Cheltenham Township
25-180	06/25	944 Morgan Rd.	Gas Inside	Abington Township
25-183	06/30	2916 Kaness Rd.	Dwelling	Abington Township
25-184	06/30	101 Washington Ln.	AFA	Abington Township

Mutual Aid Received: 0

The Fire Department had 511 Members respond to 41 calls and was in service for 12 hours 0 minutes. Of those 511 Members, Per the adopted Borough Training Standard 363 of them were certified firefighters, the remaining were support personnel and Juniors. Of those 363 firefighters, 239 of them responded to the scene of the Incident either on the apparatus or POV, the remainder were at the station.

EQUIPMENT USED: 29 air packs, Thermal Imagine Camera, Misc. hand tools, Air Monitoring Meters

HOSE USED: 200' 1 3/4" hand Line

LADDERS RAISED: 24' Ground Ladder

INJURIES: 0

EQUIPMENT DAMAGED: 0

FUEL USAGE:

Quint 99: 29.9 Gallons Diesel

Tac 99: 0 Gallons Diesel

Engine 99: 0 Gallons Diesel

Engine 99-1: 0 Gallons Diesel

Traffic 99: 0 Gallons Gasoline

Estimated civilian insurance loss for the month: \$ 0.00

Estimated Civilian insurance loss for the year: \$ 400,000.00

During the month of May Members Drilled on forcible entry and RIT review.

Respectfully submitted:

Kenneth Lynch
Fire Chief

JENKINTOWN FIRE DEPARTMENT ABRIVATION LIST

ALARM ABRIATIONS

AFA – AUTOMATIC FIRE ALARM
RIT. RAPID INTERVENTION TEAM
STANDBY- RELOCATION TO ANOTHER STATION TO COVER THAT STATIONS CALLS
CO DETECTOR- CARBON MONOXIDE DETECTOR.
BLD. INVESTIGATION- BUILDING INVESTIGATION

APPARATUS ABRIATION

L- Ladder Truck
Sqd- Squad
E- Engine
TAC- Tactical Support Truck
Res- Rescue
SS- Special Service
EM- Emergency Management
FM- Fire Marshall

STATION ASSIGNMENTS

99a Pioneer Fire Company
99b Independent Fire Company
100 Abington Fire Company
200 McKinley Fire Company
300 Weldon Fire Company
400 Edgehill Fire Company
500 Roslyn Fire Company
1 Glenside Fire Company
2 Lamott Fire Company
3 Elkins Park Fire Company
4 Cheltenham Fire Company
9 Rockledge Fire Company
35 Willow Grove Fire Company
82 Wyndmoor Fire Company
19 Fettermills Fire Company

ARTICLE III
Parking Regulations

§ 172-20. General regulations.

- A. Wherever a space shall be marked off on any highway for the parking of an individual vehicle, every vehicle parked there shall be parked within the lines bounding such space.
- B. No person shall stand or park a vehicle upon any highway for the principal purposes of:
 - (1) Displaying it for sale.
 - (2) Washing, greasing or repairing such vehicle, except such repairs as are necessitated by an emergency.
- C. It shall be unlawful for any person to park or operate any vehicle on any highway for the primary purpose of advertising.

§ 172-21. Angle parking.

No person shall park a vehicle upon any of the highways or parts thereof described below except at the angle designated and only within the painted stall lines. On all highways or portions thereof where angle parking is now or shall hereafter be authorized, all vehicles parked thereon shall be parked with the front thereof nearest the curb.

Name of Highway	Side Angle	Location
(RESERVED)	(RESERVED)	(RESERVED)

§ 172-22. Parking prohibited at all times.

- A. No person shall park a vehicle on a sidewalk, in an intersection, or in a crosswalk.
- B. No person shall park a vehicle alongside or opposite of a street area that is under construction or excavation.
- C. No person shall park a vehicle on a bridge or other elevated structure.
- D. No person shall park a vehicle in a highway tunnel.
- E. No person shall park within 15 feet of an intersection or 30 feet of a traffic control device such as, but not limited to, a Traffic Signal, a Stop Sign, or a Yield Sign.
- F. No person shall park a vehicle with any part of that vehicle extending within three feet of a driveway entrance when parallel parked along a street.
- G. No person shall park a vehicle with any part of that vehicle extending within a curb or street area that is painted yellow or otherwise marked as prohibited parking.

- H. The Borough Police Department shall have the authority to enforce any parking restrictions as promulgated, imposed, or otherwise legally adopted by the Commonwealth.
- I. No person shall park a vehicle at any time upon any of the highways or parts thereof described below:

Name Of Highway	Side	Location
Cedar Street	East	From Washington Lane to Willow Street
Cedar Street	West	From Hillside Avenue to Cheltena Avenue
Cedar Street	West	From Willow Street to West Avenue
Cheltena Avenue	North	From Walnut Street to Cedar Street
Cheltena Avenue	South	From Cedar Street to Cloverly Avenue
Cherry Street	Both	From York Road to Leedom Street
Clement Road	East	From Rydal Road to Newbold Road
Cottman Street	West	From West Avenue to Homestead Road
Division Street	North	From Cedar Street to Walnut Street
Elm Avenue	West	From Hillside Avenue to Runnymede Avenue
Florence Avenue	East	From West Avenue to Runnymede Avenue
Greenwood Avenue	North	From Leedom Street to Washington Lane
Greenwood Avenue	South	From West Avenue to Leedom Street
Harper Avenue	South	From Cedar Street to York Road
Healey Street	South	From Walnut Street to the dead end
Highland Avenue	West	From Wyncote Road to Hillside Avenue
Hillside Avenue	South	From York Road to Leedom Street
Hillside Avenue	North	From Cedar Street to Florence Avenue
Hillside Avenue	North	From Leedom Street to Cedar Street
Hillside Avenue	South	From Maple Street west to Elm. Street
Hillside Avenue	North	From El. Street to Walnut St.
Homestead Road	South	From York Road to Cottman Street
Homestead Road	South	From Cottman Street to Newbold Road
Johnson Street	East	From Cherry Street to West Avenue
Johnson Street	West	From Hillside Avenue to Cherry Street
Leedom Street	East	From Summit Avenue to Hillside Avenue
Leedom Street	West	From Hillside Avenue to Cloverly Avenue
Linda Vista Avenue	West	From Cheltena Avenue to Runnymede Avenue
Linden Street	West	From West Avenue to the dead end
Mather Road	South	From Walnut Street to Wyncote Road
Myrtle Street	West	From Rodman Avenue to Runnymede Avenue
Newbold Road	East	From Rydal Road to Washington Lane
Nice Avenue	Both	From Greenwood Avenue to the dead end
Rodman Avenue	North	From Runnymede Avenue to Cloverly Avenue
Runnymede Avenue	Both	From Rodman Avenue to Florence Avenue
Runnymede Avenue	North	From Florence Avenue to Walnut Street
Runnymede Avenue	South	From Walnut Street to Cloverly Avenue

Runnymede Avenue	West	From West Avenue to Rodman Avenue
Rydal Road	Both	From York Road to Vernon Road
Rydal Road	South	From Vernon Road to Newbold Road
Shoemaker Avenue	North	From Hillside Avenue to Leedom Street
Summit Avenue	South	From Township Line Road to York Road
Thomas Street	West	From Water Street to Willow Street
Township Line Road	North	From Summit Avenue to Washington Lane
Vernon Road	East	From Washington Lane to Rydal Road
Vista Road	North	From York Road to Vernon Road
Walnut Street	East	From West Avenue to Rodman Avenue
Walnut Street	Both	From the railroad bridge to Rodman Avenue
Walnut Street	West	From West Avenue to Greenwood Avenue
Washington Lane	Both	From Greenwood Avenue to Wyncote Road
Washington Lane	West	From Greenwood Avenue to the Borough boundary
Washington Lane	West	From Wyncote Road to Township Line Road
Water Street	Both	From Leedom Street to Thomas Street
West Avenue	South	From Greenwood Avenue to Florence Avenue
West Avenue	North	From Cedar Street to Walnut Street
West Avenue	North	From Florence Avenue to the railroad station
West Avenue	South	From Leedom Street to Cedar Street
West Avenue	South	From Newbold Road to York Road
West Avenue	South	From Walnut Street to Florence Avenue
Willow Street	South	From Leedom Street to Walnut Street
Wyncote Road	North	From York Road to Summit Avenue

§ 172-23. Parking prohibited during certain hours.

No person shall park a vehicle between the hours specified below of any day, unless otherwise indicated, upon any highways, parts of highways and/or parking lots described below:

Name of Highway/ Parking Lot	Side	Hours	Location
(RESERVED)	(RESERVED)	(RESERVED)	(RESERVED)

§ 172-24. Parking Restrictions for Large Vehicles and Trailers

- A. It shall be unlawful for any person to keep, park or store any vehicle more than 80 inches in width and/or more than 11,000 pounds gross vehicle weight on any street within or contiguous to any residential zoning district between the hours of 7:00 p.m. through 6:00 a.m. or for more than eight hours during the hours of 6:00 a.m. through 7:00 p.m.. For purposes of this chapter, the width of any vehicle shall be measured as the widest point of the vehicle including mirrors.

- B. The following vehicles shall not be permitted to park on any road within the Borough at any time: Mobile Homes, Boats, Recreational Vehicles (RVs) or other recreational type vehicles or trailers, and trailers whether attached or detached longer than 8 feet in length.

§ 172-25. Parking Permit Zones.

- A. Evening and Weekend Permit Parking Zones. The following locations are hereby established as Evening and Weekend Permit Parking Zones that will permit any vehicles displaying a valid permit as set forth herein to park during the weekday between the hours of 8:00AM and 6:00PM and on the weekends without additional payment, and that will prohibit vehicles without a valid permit from parking at these locations during the hours of 6:00PM to 8:00AM during the weekday and on weekends:

Location	Description	Side
300 Block Cedar Street	Between West Ave. and Greenwood Ave.	East Side Only
400 Block Cedar Street	Between West Ave. and Hillside Ave	East Side Only
300 Block Cottman Street	Between Nice Avenue and West Avenue	Both Sides
400 Block Cottman Street	Between West Ave. and Homestead Rd	East Side Only
100 Block Greenwood Ave	Between 131 Greenwood Ave and Florence Ave	North Side Only
700 Block Hillside Ave.	Between York Rd. and Leedom St.	North Side Only
400 Block Johnson St.	Between Cherry St. and Hillside Ave.	East Side Only
400 Block Leedom Street	Between West Ave. And 409 Leedom Street	West Side Only
100 Block Summit Ave.	Between Township Line Rd. and Wyncote Rd	West Side Only
600 Block Willow Street	Between Cedar Street and Summit Ave	West Side Only
200 Block Wyncote Rd.	Between Summit Ave. And Mather Rd	West Side Only

- B. Permit Only Parking Zones. The following locations are hereby established as Permit Only Parking Zones and it shall be unlawful for any person to park any vehicle or trailer or to allow the same to remain parked in any such zone without displaying a valid parking permit as set forth herein at all times:

500 Willow Street	Between Cedar St. and Walnut St.	North Side Only
400 Cedar Street	Between West Ave. and Hillside Ave.	West Side Only
400 Leedom Street	Between 409 Leedom St. and Hillside Ave.	West Side Only
500 Greenwood Ave.	Between Walnut St. and Cedar St.	North Side Only

§ 172-25a. Parking Permit Authorization and Issuance

- A. Except as set forth below, any resident that resides on the listed streets located in a Parking Permit Zone is authorized to apply for up to two permits per household (as of January 1, 2026) for parking within said Parking Permit Zone. The Borough may set by resolution the application process or the required documentation a resident must provide to obtain a permit. The required documentation shall, at a minimum, require a valid registration from the Commonwealth of Pennsylvania for each vehicle registered to their residence. The permit will be free to any residents effective January, 2026, who follow the above requirements for authorization. Any resident whose property has off-street parking will only be eligible for one permit for their household. Exceptions may be granted for specific residences on a case by case basis approved by the Chief of Police. Residents of apartments within the Business District are eligible for Parking Permit(s) that allow them to park on West Ave from 6:00 p.m. to 8:00 a.m., and in the Municipal Lots during the hours of 8:00 a.m. to 6:00 p.m.
- B. The issuance of any parking permit for a Parking Permit Zone is not a guarantee and does not guarantee a parking space on the designated street.

§ 172-26. Designation of 20-minute parking spaces; parking otherwise prohibited.

The following locations are hereby designated as 20-minute free parking spaces, and the parking of motor vehicles, except for loading, unloading, pickup and/or delivery is prohibited at such locations in excess of the posted twenty minute limit:

Location	Description	Side
400 Block Cedar St.	Adjacent to US Post Office Property	East Side
400 Block Johnson St.	Either side of South Driveway of 425 Johnson Street	West Side
300 Block Leedom St.	In front of 301-303 Leedom Street	West Side
700 Block Summit Ave.	Between Leedom Street and York Road	North Side

600 Block West Ave.	In front of 601 West Avenue	North Side
600 Block West Ave.	In front of 617 West Avenue	North Side
700 Block West Ave.	In front of 712-714 West Avenue	South Side
700 Block West Ave.	In front of 715-717 West Avenue	North Side

§ 172-27. Parking of buses, coaches, taxicabs, and rideshare vehicles.

No operator of any bus, coach, taxicab, or rideshare vehicle shall stand or park upon any highway in any business district in any place other than a bus stop or rideshare/taxicab stand, respectively. These provisions, however, shall not prevent the operator of any such vehicle from temporarily stopping in accordance with other stopping or parking regulations at any place for the purpose of and while actually engaged in receiving or discharging passengers.

DRAFT

ARTICLE IV
Parking Payment Zones; Municipal Parking Lots

§ 172-28. Definitions.

As used in this article, the following terms shall have the meanings indicated:

PARKING PAYMENT ZONE — Streets or highways or portions thereof, or off-highway Borough-leased and/or Borough-owned parking lots, as designated in this article, on which Borough Approved payment system is installed, operated and used.

APPROVED AUTOMATED PARKING APPLICATION- An application on mobile device or through cell phone communication that allows for electronic payment of parking fees.

§ 172-29. Designation of parking space.

The Borough is hereby authorized to provide for the marking off of individual parking spaces in the Parking Payment Zones and areas designated and described in § 172-34, said parking spaces to be designated by lines painted or marked on the curbing or surface of the highway or area. At each space so marked off, it shall be unlawful to park any vehicle in such a way that said vehicle shall not be entirely within the limits of the space so designated.

§ 172-30. Payment Requirements and Process

When any vehicle shall be parked in any designated space located within the Payment Parking Zone or a Borough Parking Lot in accordance with the provisions of this article, the operator shall, upon entering the said parking space, immediately make payment as are designated by proper instructions through the approved automated parking application (i.e. Park Mobile), while failure to make payment shall constitute a breach of this article and shall subject each person to the penalty prescribed hereafter. Upon making payment through the automated parking application, the parking space may be lawfully occupied by such vehicle during the period of parking time which has been prescribed for the zone in which said parking space is located and for which a payment is or are deposited, as indicated on the automated parking application. If said vehicle shall remain parked in any such parking space beyond the parking time limit so fixed for such parking space, the automated parking application will provide notification to the parking enforcement that the time has elapsed. The parking of a vehicle overtime or beyond the period of legal parking time in any such space where any such parking payment zone is located shall be a violation of this article and punishable as hereinafter set forth.

§ 172-31. Violations.

It shall be unlawful and a violation of the provisions of this article for any person:

- A. To cause, allow, permit or suffer any vehicle registered in the name of or operated by such person to be parked overtime or beyond the period of legal parking time established for any parking payment zone as herein described or to deposit in any automated parking application any payment for the purpose of parking beyond the maximum legal parking time for the particular parking payment zone.

- B. To park any vehicle across any line or marking of a parking space or in such a position that the vehicle shall not be entirely within the area designated by such lines or markings.
- C. To enter or leave any parking lot except by means of the exits and entrances designated by signs and/or markings posted or displayed as directed by Council.

§ 172-32. Report of violations; citations.

It shall be the duty of the police officers or other authorized employees of the Borough of Jenkintown, acting in accordance with instructions issued by the Mayor and/or Chief of Police, to report:

- A. The numerical address or designated parking zone which indicates that the vehicle occupying the parking space has been parked in violation of any of the provisions of this article.
- B. The date and hour of such violation.
- C. The state license number of such vehicle.
- D. The length of time during which such vehicle is parked in violation of any of the provisions of this article at the time of their inspection.
- E. Any other facts, knowledge of which is necessary to a thorough understanding of the circumstances attending such violation.

§ 172-33. Suspension of provisions; erection of signs.

- A. Temporary suspension of provisions. The Chief of Police may temporarily suspend the provisions of this article, and he may temporarily prescribe such other rules and regulations as traffic conditions may require.
- B. Suspension of provisions on designated days. Borough Council may, by motion or by resolution, temporarily suspend the provisions of this article for all Federal holidays, special events, or such other times and at such locations that Borough Council determines to be appropriate or beneficial to the community. If Borough Council takes such action, then the Chief of Police shall be provided sufficient notice in order to direct and conduct parking enforcement accordingly.
- C. Erection of signs. The Borough Manager and/or Chief of Police are authorized to erect or cause appropriate signs to be erected notifying the operators of motor vehicles of the provisions of this article.

§ 172-34. Designation of parking payment zones; hours, time limits and rates.

A. On-highway Parking Payment Zones. Parking Payment Zones are hereby established upon the highways or parts of highways described below. Parking in such Parking Payment Zones is hereby limited to a period of time not in excess of the posted time limits for each parking payment zone between 8:00 a.m. and 6:00 p.m. on Monday through Saturday of each week, except as provided in § 172-33B of this chapter and as prohibited in § 172-23 of this chapter. The charges for use of said Parking Payment Zones shall be as indicated below.

THREE HOUR LIMIT PARKING PAYMENT ZONES

Name of Highway	Rate	Location	Side
Cedar St.	\$0.50/hr.	From West Ave. to Hillside Ave.	East Side Only
Cedar St.	\$0.50/hr.	Greenwood Ave. to West Ave.	East Side Only
Cottman St.	\$0.50/hr.	Nice Ave. to Homestead Rd.	Both Sides from Nice to West Ave East Side from West Ave. to Homestead
Hillside Ave.	\$0.50/hr.	Between York Rd. and Leedom St.	North Side Only
Johnson Street	\$0.50/hr.	West Ave to Hillside Ave	West Side from West to Cherry East Side from Cherry to Hillside Ave
Leedom St.	\$0.50/hr.	Between Greenwood Ave. and West Ave.	West Side Only
Leedom St.	\$0.50/hr.	From West Ave. to 409 Leedom St.	West Side Only
Summit Ave.	\$0.50/hr.	Leedom St. to Cedar St.	North Side Only
Summit Ave.	\$0.50/hr.	Township Line Rd. to Wyncote Rd.	North Side Only
West Ave.	\$0.50/hr.	Cedar St. To Leedom St.	North Side Only
West Ave.	\$0.50/hr.	Leedom St. to York Rd.	Both Sides
West Ave.	\$0.50/hr.	York Rd. to Cottman St.	North Side Only
Willow Ave.	\$0.50/hr.	Summit Ave. To Cedar St.	North Side Only

TEN HOUR LIMIT PARKING PAYMENT ZONES

Name of Highway	Rate	Location	Side
Greenwood Ave.	\$0.50/hr.	Between West Ave to 131 Greenwood Ave. (Train Station)	North Side
Greenwood Ave.	\$0.50/hr.	Between Cedar St. to Washington Ln.	North Side and South Side where designated
Leedom St.	\$0.50/hr.	Between Summit Ave. and Greenwood Ave.	West Side
West Ave.	\$0.50/hr.	Between Florence Ave. to Greenwood Ave. (Train Station)	North Side and South side where designated

B. Off-highway Parking Payment Zones. Parking Payment Zones are hereby established in the Borough Municipal parking lots described below. Parking in such Parking Payment Zones is hereby limited to a specific period of time as stated on surrounding signs for each location. The charges for use of said Parking Payment Zones shall be as indicated below.

Lot No. Location	Rates	Time Limit	Enforcement
Greenwood Ave. Lot	\$0.50/ hour	10 Hours	8:00 a.m. to 6:00 p.m. Monday through Saturday
Leedom St. Lot	\$0.50/ Hour	10 Hours	8:00 a.m. to 6:00 p.m. Monday through Saturday

§ 172-35. Monthly and Yearly Parking Passes for Non-Residents

Parking passes may be obtained on a monthly or annual basis that allows the bearer to park on any designated street where ten-hour parking payment zone is authorized and within any Borough owned/leased parking lot during the hours of 8am-6pm, Monday thru Saturday. Fees for parking passes will be set by Borough Council through the fee schedule that is approved. Parking passes will be issued upon proof of current registration for the vehicle the pass will be purchased. The passes will be estimated to be the cost of parking during the normal business weeks of the month. Annual passes will be at a reduced rate based on the fee schedule above.



July 2, 2025

NORR1600.04

Mr. George K. Locke, Borough Manager & Zoning Officer
Borough of Jenkintown
700 Summit Avenue
Jenkintown, PA 19406

**RE: 821 Homestead
Escrow Release #6**

Dear Mr. Locke:

We have received an escrow release request dated July 1, 2025, from Midgard Properties LP for a reduction of escrow funds relating to the above referenced project.

Based on our site inspection performed, we recommend the following release:

Original escrow	\$	549,851.32
Escrow released to date	\$	436,728.14
Balance prior to this release	\$	113,123.18
Recommended amount this release	\$	86,130.00
Balance after this release	\$	26,993.18

Enclosed, you will find the Application and Certificate for Payment, and Summary of Construction Cost Breakdown. Please review and process for release. Should you have any questions, please feel free to contact me at (610) 422-2499.

Sincerely,

PENNONI ASSOCIATES INC.

Khaled R. Hassan, PE
Borough Engineer

cc: Jeff Lustig, Midgard Properties, Developer

TO: PROJECT: 821 Homestead Road
 Jenkintown, PA 19046

ATTN:

FROM CONTRACTOR: \$0

APPLICATION NO: 6
 PERIOD TO: 06.20.25

Distribution to

<input type="checkbox"/>	OWNER
<input type="checkbox"/>	ARCHITECT
<input type="checkbox"/>	ACCOUNTING
<input type="checkbox"/>	FILE
<input type="checkbox"/>	
<input type="checkbox"/>	

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due

1. ORIGINAL CONTRACT SUM	<u>\$549,851.32</u>
2. Net change by Change Orders	<u>\$0</u>
3. CONTRACT SUM TO DATE (Line 1 ± 2)	<u>\$549,851.32</u>
4. TOTAL COMPLETE & STORED TO DATE	<u>\$522,858.14</u>
(Column G on G703)	
5. RETAINAGE	
a % of Completed Work	<u>\$0</u>
(Column D+E on G703)	
b % of Stored Material	<u>\$0.00</u>
(Column F on G703)	
Total Retainage (Line 5A + 5b or	
Total in Column J of G703)	<u>\$0</u>
6. TOTAL EARNED LESS RETAINAGE	<u>\$522,858.14</u>
(Line 4 less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	<u>\$436,728.14</u>
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	<u>\$86,130.00</u>
9. BALANCE TO FINISH, INCLUDING RETAINAGE	<u>\$26,993.18</u>
(Line 3 less Line 6)	

CONTRACTOR



By SJ LUSHIG Date 07.01.25

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED

AMOUNT CERTIFIED..... \$ \$86,130.00
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ENGINEER



By [Signature] Date 7/2/25

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total change orders approved in previous months by owner	\$0	\$0
Total approved this Month	\$0	\$0
TOTALS	\$0	\$0
NET CHANGES by Change Order	\$0	

OWNER: Midgard Properties L.P.
 PO Box 2211
 Jenkintown, PA 19046

PROJECT: 821 Homestead Road
 Jenkintown, PA 19046

APPLICATION #: 6.00

PERIOD ENDING: 06.20.25

APPLICATION DATE: 06.20.25

ATTN:

CONTRACTOR:

A ITEM NO POST CODE	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D ADJUST	E REVISED SCHEDULED VALUE	F PREVIOUS APPLICATIONS	G WORK COMPLETED		H COMPLETED AND STORED TO DATE	I BALANCE TO FINISH	
						WORK IN PLACE	THIS APPLICATION STORED INTL.3			
Subsurface Stormwater Basin										
1	Excavation/Slot Work	\$36,291.00	0	\$36,291.00	\$36,291.00	\$0.00	\$0.00	\$36,291.00	100.00%	\$0.00
2	Geotextile Fabric	\$3,859.40	0	\$3,859.40	\$3,859.40	\$0.00	\$0.00	\$3,859.40	100.00%	\$0.00
3	1,000 CY - Clean Washed 57 or 3 Stone	\$35,000.00	0	\$35,000.00	\$35,000.00	\$0.00	\$0.00	\$35,000.00	100.00%	\$0.00
4	24" Perforated HDPE Pipe	\$19,500.00	0	\$19,500.00	\$19,500.00	\$0.00	\$0.00	\$19,500.00	100.00%	\$0.00
5	4' Dia Manholes	\$28,000.00	0	\$28,000.00	\$28,000.00	\$0.00	\$0.00	\$28,000.00	100.00%	\$0.00
6	1 - Outlet Control Structure	\$15,000.00	0	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	100.00%	\$0.00
Stormwater Conveyance										
7	Excavation/Slot Work	\$24,415.00	0	\$24,415.00	\$24,415.00	\$0.00	\$0.00	\$24,415.00	100.00%	\$0.00
8	Pavement Restoration (along new sewer) - York Road	\$49,995.00	0	\$49,995.00	\$0.00	\$49,995.00	\$0.00	\$49,995.00	100.00%	\$0.00
9	4" HDPE	\$1,815.40	0	\$1,815.40	\$1,815.40	\$0.00	\$0.00	\$1,815.40	100.00%	\$0.00
10	6" HDPE	\$675.84	0	\$675.84	\$675.84	\$0.00	\$0.00	\$675.84	100.00%	\$0.00
11	8" HDPE	\$2,509.20	0	\$2,509.20	\$2,509.20	\$0.00	\$0.00	\$2,509.20	100.00%	\$0.00
12	15" HDPE	\$2,250.00	0	\$2,250.00	\$2,250.00	\$0.00	\$0.00	\$2,250.00	100.00%	\$0.00
13	Type 'C' Inlets	\$14,000.00	0	\$14,000.00	\$14,000.00	\$0.00	\$0.00	\$14,000.00	100.00%	\$0.00
14	Type 'M' Inlets	\$17,600.00	0	\$17,600.00	\$17,600.00	\$0.00	\$0.00	\$17,600.00	100.00%	\$0.00
15	Trench Drain	\$3,000.00	0	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.00%	\$0.00
16	Clean Outs	\$2,100.00	\$0.00	\$2,100.00	\$2,100.00	\$0.00	\$0.00	\$2,100.00	100.00%	\$0.00
Landscaping										
17	Trees	\$7,800.00	\$0.00	\$7,800.00	\$3,900.00	\$1,950.00	\$0.00	\$5,850.00	75.00%	\$1,950.00
18	Shrubs	\$9,360.00	\$0.00	\$9,360.00	\$7,020.00	\$0.00	\$0.00	\$7,020.00	75.00%	\$2,340.00
19	Grasses	\$580.00	\$0.00	\$580.00	\$580.00	\$0.00	\$0.00	\$580.00	100.00%	\$0.00
Lighting										
20	Lights and Poles	\$81,000.00	0	\$81,000.00	\$81,000.00	\$0.00	\$0.00	\$81,000.00	100.00%	\$0.00
21	Electrical	\$20,000.00	0	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	100.00%	\$0.00
Erosion Control Measures										
22	Silt Sock	\$2,250.00	0	\$2,250.00	\$2,250.00	\$0.00	\$0.00	\$2,250.00	100.00%	\$0.00
23	Inlet Filter Bags	\$384.00	0	\$384.00	\$384.00	\$0.00	\$0.00	\$384.00	100.00%	\$0.00
24	Maintenance of E&S Controls	\$6,000.00	0	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	100.00%	\$0.00
Hardscape and Paint										
25	Concrete Sidewalk - Homestead Road	\$36,750.00	\$0.00	\$36,750.00	\$36,750.00	\$0.00	\$0.00	\$36,750.00	100.00%	\$0.00
26	Curb - Homestead Road - Homestead Road	\$26,250.00	\$0.00	\$26,250.00	\$26,250.00	\$0.00	\$0.00	\$26,250.00	100.00%	\$0.00
27	Pavers in the Sidewalk - York Road	\$36,480.00	\$0.00	\$36,480.00	\$0.00	\$29,185.00	\$0.00	\$29,185.00	20.00%	\$7,295.00

OWNER: Midgard Properties L.P
 PO Box 2211
 Jenkintown, PA 19046

PROJECT: 821 Homestead Road
 Jenkintown, PA 19046

APPLICATION #: 6 00

PERIOD ENDING: 06 20 25

ATTN:

APPLICATION DATE: 06 20 25

CONTRACTOR:

A ITEM NO COST CODE	B DESCRIPTION OF WORK	C SCHEDULED VALUE	ADJUST	REVISED SCHEDULED VALUE	D E F WORK COMPLETED			G COMPLETED AND STORED TO DATE	H %	I BALANCE TO FINISH
					PREVIOUS APPLICATIONS	THIS APPLICATION WRK IN PLACE	STORED NTLS			
28	Paint Striping	\$5,500.00	\$0.00	\$5,500.00	\$5,500.00	\$0.00	\$0.00	\$5,500.00	100.00%	\$0.00
Survey Work										
29	Setting Monuments and Iron Pins	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,000.00
30	As-Built Survey and Plans	\$0,500.00	\$0.00	\$0,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0,500.00
31	Contingency	\$49,986.48	\$0.00	\$49,986.48	\$41,078.30	\$5,000.00	\$0.00	\$46,078.30	92.18%	\$3,908.18
ORIGINAL CONTRACT		\$549,851.32	\$0.00	\$549,851.32	\$436,728.14	\$86,130.00	\$0.00	\$522,858.14	95.08%	\$26,993.18

DCED – MAIN STREET MATTERS PROGRAM GRANT

Submittal Deadline August 31, 2025

Hello,

The Main Street Matters program is now accepting applications. The deadline for submissions is **August 31st at 5PM**. The DCED program is designed to support revitalization and reinvestment in traditional downtowns, commercial corridors, and neighborhood business districts. The program aims to strengthen local economies by helping communities attract and retain businesses, improve safety and accessibility, and enhance the visual appeal of commercial areas.

Eligible applicants include municipalities, redevelopment and housing authorities, nonprofit organizations, community development corporations and designated improvement districts. For profit entities cannot be direct applicants. The program offers several categories of funding, including:

Planning Grants - Covers architectural, engineering, legal, consulting services related to construction or revitalization efforts that aligns with streetscape, anchor building, or community development efforts. Can fund up to \$50,000 and requires a 25% match.

Façade Grants –Grants may be used for primary street-facing exterior building improvements in a defined target area of a downtown or neighborhood such as storefront signs, exterior façade painting, design assistance, etc. Communities requesting façade grant funding will be responsible for the administration of a local façade grant program. Can fund up to \$100,000 of a façade program and requires a dollar-for-dollar match.

Business Improvement Grants - Grants will be awarded to eligible applicants supporting programs providing microgrants and/or forgivable microloans. Applicants must provide documented demand for business improvement grant funding to include the names, addresses, estimated project costs, and type of funding (microgrant/loan) for interested parties in the target area. Microgrant may not exceed \$5,000. Forgivable microloan may not exceed \$25,000. Can fund up to \$100,000 and requires a dollar-for-dollar match.

District Development Grants- Grants are available for large public and private development projects which improve the buildings, housing units, and infrastructure associated with downtowns and commercial districts and residential areas and neighborhoods adjacent to the community's downtown or commercial district, as well as for public safety and permanent aesthetic improvements for these districts. Can fund up to \$1,000,000 and requires a dollar-for-dollar match.

PLEASE NOTE: For District Development Grants, projects that benefit for-profit or private sector individuals or entities are eligible as follows:

- Funding assistance for projects which benefit a for-profit or private sector entity can be conveyed through a grant, loan, or combination of a grant and a loan, with all funding required to pass through an eligible applicant to the MSM program.
- Entities which intend to apply for grant support on behalf of private or for-profit projects must receive pre-approval from DCED prior to applying for grant assist

Accessible Housing Grants - Grants are available to undertake accessibility improvements to housing units for people with permanent physical disabilities to allow the individuals to reside in their current home rather than an institution or to return to the community from an institution. Can fund up to \$3000,000 and requires a dollar-for-dollar match.

Designation is not a prerequisite to receive funding from this grant program.

Projects should not commence (i.e. executing vendor contracts) prior to the approval of Main Street Matters Program funding. Please note **prevailing wage** and bidding requirements.

If you are interested in the program please review the [guidelines](#). Applications are accepted via [Electronic Single Application](#). Please also note the newly updated [FAQ](#) section.

If you have questions about project eligibility, please reach out to DCED at 717.787.6245 or dced-msm@pa.gov. Additionally, all applicants are encouraged to notify their DCED Regional Office of their interest in applying.

Best,
Aliyah

Main Street Matters Program Designations

PROGRAM GUIDELINES
July 2025



Pennsylvania
Department of Community
& Economic Development



Commonwealth of Pennsylvania
Josh Shapiro, Governor

PA Department of Community & Economic Development
dced.pa.gov



Table of Contents

Section I – General Program Information	1
Section II – Eligible Applicants	1
Section III – Designations Defined	2
A. Main Street Designation	2
B. Elm Street Designation	2
Section IV – Application Procedures	3
Section V – Designation Requirements	3
A. Training, Monitoring, and Reporting	3
Section VI – Operations Funding Support and Program Administration	4
A. Operations Funding Support	4
B. Eligible Use of Funds	4
C. Contracting Operations Funding Support with DCED	4
D. Requests for Payment	4
E. Other Payment Considerations	5
Section VII – Other Program Requirements	5
A. Nondiscrimination	5
B. Project Records	5
C. Conflict of Interest Provision	5
Section VIII – Program Flow Chart	6
Section IX – Contact Information	7
Appendix I – The Elm Street Approach	8
Appendix II – DCED Regional Offices	9
Appendix III – Designation Application Requirements	10

Section I – General Program Information

The Department of Community and Economic Development (DCED) offers communities the opportunity to designate areas of a municipality or region for targeted investment and development for a period of five years. Designation includes the identification of specific needs for investment and/or development and the design and/or implementation of a strategy to address those needs. Applicants may request designation as any one of the following:

- **Main Street** – focus on downtowns and commercial districts
- **Elm Street** – focus on residential areas and neighborhoods adjacent to the community’s downtown or commercial district

The benefits to designation may include:

- Funding for operational support, including the salary and benefits of the area manager.
- Priority consideration for a variety of DCED programs,
- Technical assistance and training for the designated area manager, local board, and committee members through DCED and other subject matter experts, and assistance in accomplishing designation goals and strategies,
- Networking opportunities with other designated program areas, and
- Eligibility for consideration under the Neighborhood Assistance Program (NAP) and Neighborhood Assistance Program Enterprise Zone Tax Credit (NAP/EZP).

Section II – Eligible Applicants

The following entities are eligible to submit requests for designation under the Main Street Matters Program:

- Units of local government to include counties, cities, boroughs, townships, towns, and home rule municipalities,
- Redevelopment and/or housing authorities,
- Nonprofit organizations to include economic development organizations, housing corporations, etc.,
- Community development corporations, and
- Business improvement districts, neighborhood improvement districts, downtown improvement districts, and similar organizations incorporated as authorities.

Nonprofit organizations, business improvement districts, and other similar entities are required to provide documentation of at least two years of satisfactory operational experience relevant to the requested designation program and/or activities. Additionally, these entities must submit copies of the two most recent agency audits demonstrating no findings.

Section III – Designations Defined

A. Main Street Designation

The Main Street designation follows the principles of the National Main Street Center, a subsidiary of the [National Trust for Historic Preservation's Main Street Approach](#), including preservation-based economic development with a strong emphasis on public engagement and Organizational Sustainability, demonstrated by identifying and documenting a sustainable funding plan to employ the full-time professional manager for at least five years. Examples of designation goals and strategies are as follows:

- Preserve and strengthen existing retail, local government, and business centers of communities.
- Improve the quality of life in a community by making the traditional downtown area a more attractive place to live and work.
- Act as a catalyst for small business development thereby increasing employment and tax revenues in downtown locations.
- Assist local governments and small businesses in the development of relevant, state-of-the-art technology to provide cost-effective solutions for business and community development opportunities.
- Develop and maintain continuous contact with Main Street businesses regarding opportunities and solutions for impediments to business growth.
- Utilize a well-thought-out planning process, ensuring brick and mortar projects funded with public funds are making a meaningful difference in the downtown economy.
- Ensure the importance of reinvestment in traditional downtowns is considered in the overall economic development strategy at all levels of the private and public sectors.

B. Elm Street Designation

The Elm Street designation encourages communities to integrate Main Street or downtown revitalization program with a neighborhood renewal strategy, that incorporates public engagement, for a residential area adjacent to the commercial district. Using the principles of the Elm Street Five Point Approach (Appendix I) residential neighborhoods in proximity to the central business district receive resources and development with the aim of further enhancing the downtown area and improving the viability of older neighborhoods. The designated area must be in a residential neighborhood in existence since at least 1961, within ½ mile of a commercial district, displaying signs of deterioration, and be in need of revitalization. Organizational Sustainability must be demonstrated by identifying and documenting a sustainable funding plan to employ the full-time professional manager for at least five years. Examples of designation goals and strategies are as follows:

- Revitalize neighborhoods in proximity to the existing downtown by improving the exterior appearance of the buildings and streetscapes.
- Formalize a connection between established residential neighborhood areas with downtown revitalization activities.
- Prevent neighborhood decline by developing a plan that includes the establishment of a sustainable community organization that will implement a Five-Year Strategy based on the Elm Street Five Point Approach.
- Assist municipalities in implementing a revitalization strategy for established residential neighborhoods either in the vicinity of a Main Street program or project or in proximity to an existing commercial district.

Section IV – Application Procedures

- A. Applicants for designation must first contact the appropriate DCED Regional Office (Appendix II) to discuss designation consideration and requirements. The Regional Office may request additional information from the applicant to determine if the application will meet program requirements and qualifies to implement a designation program.
- B. With notice to move forward from the Regional Office, the applicant should email the program resource account at dc-ed-msm@pa.gov for completed designation application submission instructions.
- C. Applications will be reviewed by DCED and Pennsylvania Downtown Center (PDC) staff. Applicant should be prepared to answer questions and modify information as requested in a timely manner.
- D. DCED will make final decisions and provide formal notification of application approval/denial. Approvals will include confirmation of the specified designation area and effective dates and will include instructions for accessing Operations Funding.

Section V – Designation Requirements

A. Training, Monitoring, and Reporting

1. Managers of designated areas are required to attend various training and technical assistance sessions offered by DCED or PDC at DCED's request. All, or the majority, of these trainings will require in-person attendance. The following will be required, at a minimum:
 - Three Managers Meetings per year and
 - Five Academy Sessions to address Organization, Physical Improvement/Design, Community Marketing, Asset Enhancement, and Safe-Clean-Green within the first two years of designation.
 - Monitoring assessments of designated programs will be conducted following years 1, 3, and 5 of designation.
 - NOTE: Assessments, to be completed in-person, will require participation of the program manager as well as board and committee members.
 - Reporting of investment statistics and revitalization efforts within the designated area must be completed annually, at a minimum, using the online reporting system through PDC.
2. Main Street or Elm Street Manager or coordinator positions must include fringe benefits and health insurance options.

Section VI – Operations Funding Support and Program Administration

A. Operations Funding Support

Upon Main Street or Elm Street Designation approval, the implementing entity will be invited to immediately apply for an operations grant to support Main Street or Elm Street operations. Up to \$225,000 may be available to communities within their first designation under Main Street Matters based on the following scale:

- Year 1: Up to \$75,000
- Year 2: Up to \$75,000
- Year 3: Up to \$50,000
- Year 4: Up to \$25,000
- Year 5: \$0

B. Eligible Use of Funds

1. Direct salary and benefits of a professional Main Street or Elm Street manager or coordinator responsible for the administration of the approved designation strategy and direct support staff.
2. Travel and training costs required by designation.
3. Rent or mortgage.
4. Utilities including, but not limited to, electric, water, internet, and phone.
5. Professional support service contracts to include:
 - Bookkeeping
 - Accounting
 - Social media management
 - Advertising

C. Contracting Operations Funding Support with DCED

1. Upon approval of an application by DCED, a grant agreement (contract) will be issued to the applicant for electronic review and signature.
2. A fully executed contract between the applicant (hereafter referred to as grantee) and DCED is required prior to disbursement of funds. Costs incurred prior to full execution of the contract are incurred at the grantee's own risk.

D. Requests for Payment

1. All payment requests must be submitted using the approved payment request form received with the fully executed contract.
2. Funds will be issued in advance annually, following the scale identified in Section VI, Part A. Grantees will be required to provide evidence of costs incurred by the end of each designation year in order for DCED to disburse the next year's allocation.

3. Prior to the release of Year 4 allocation, the grantee must also submit evidence of committed operations funding for Years 4 and 5.
 - Year 4 payment request and evidence of costs incurred must be submitted no later than 60 days after completion of all project activities, or the end of the contract activity period, whichever comes first.
 - Payment requests require at least 45 days for processing.

E. Other Payment Considerations

1. Grantees must maintain good standing with designation and meet all program requirements. Failure to do so may jeopardize operations funding support.
2. Grantees who fail to provide evidence of costs incurred by the end of each designation year will forfeit the subsequent year's allocation
3. Grantees who fail to provide evidence of costs incurred may be required to repay any unsupported costs.

Section VII – Other Program Requirements

A. Nondiscrimination

No assistance shall be awarded to an applicant under this program unless the applicant and the project user certify to DCED that the project user shall not discriminate against any employee or against any person seeking employment by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the Pennsylvania Human Relations Act, which prohibits discrimination on the basis of race, color, religious creed, ancestry, age, sex, national origin, handicap or disability, or in violation of applicable federal laws. All contracts for work to be paid with grant funds must contain the commonwealth's official nondiscrimination clause.

B. Project Records

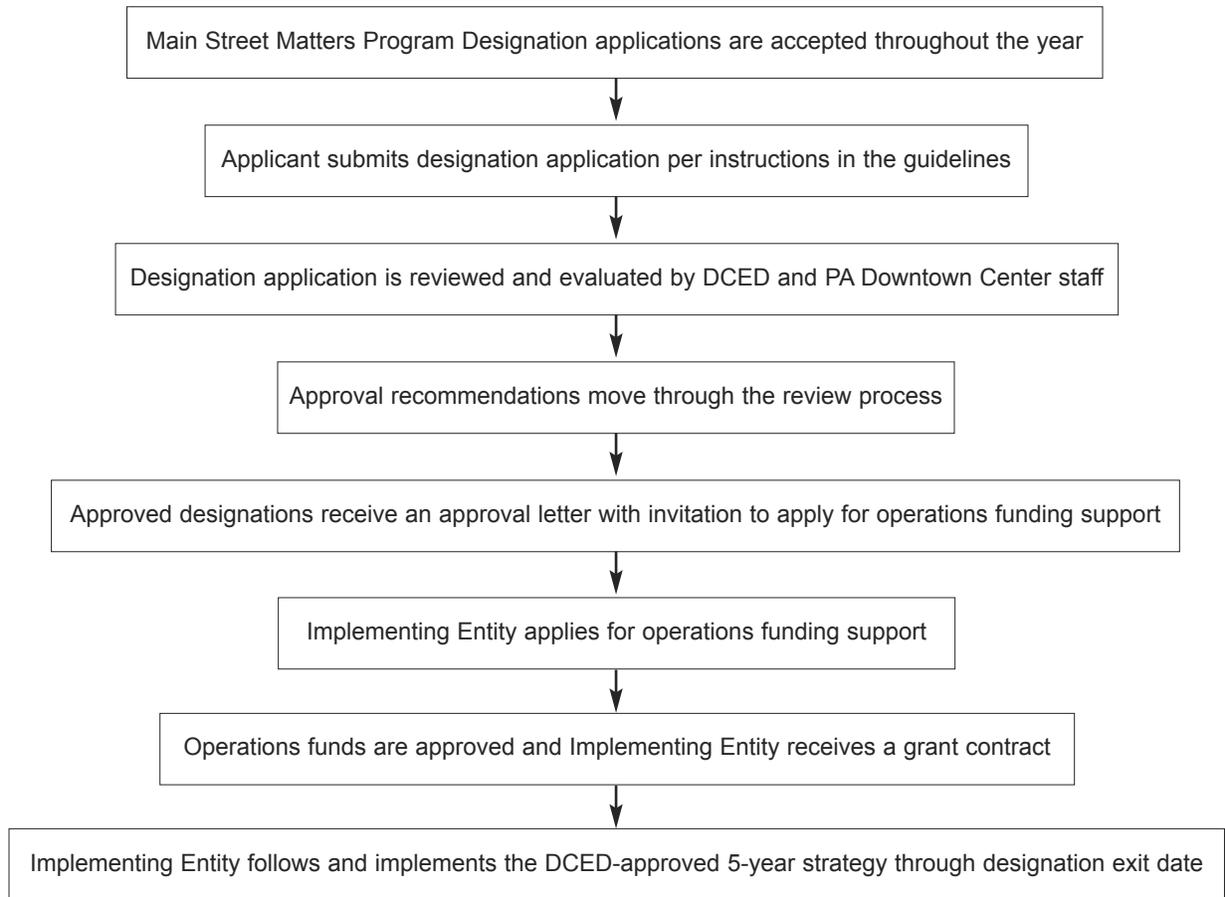
The applicant must maintain full and accurate records with respect to the project and must ensure adequate control over related parties in the project. DCED requires access to such records, as well as the ability to inspect all work, invoices, materials, and other relevant records at reasonable times and places. Upon request of the program office, the applicant must furnish all data reports, contracts, documents, and other information relevant to the project.

C. Conflict of Interest Provision

An officer, director, or employee of an applicant who is party to or has a private interest in a project shall disclose the nature and extent of the interest to the governing body of the applicant, and may not vote on action of the applicant concerning the project, nor participate in the deliberations of the applicant concerning the project.

Please note that while designation does provide priority consideration for several DCED funding programs, including the Main Street Matters Program, it does not guarantee funding of any project.

Section VIII – Program Flow Chart



Section IX – Contact Information

Questions regarding designation or program funding may be directed to:

PA Department of Community & Economic Development
Center for Community Enhancement
Commonwealth Keystone Building
400 North Street, 4th Floor
Harrisburg, PA 17120-0225

Phone: (717) 787-6245

Email: dced-msm@pa.gov

Appendix I – The Elm Street Approach

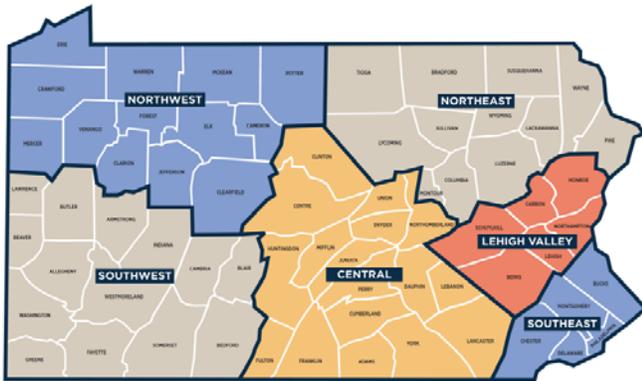
[Visit the Pennsylvania Downtown Center’s \(PDC\) website for additional information on how the Elm Street Approach works.](#)



Source: “Elm Street Manager’s Handbook”

Appendix II – DCED Regional Offices

Pennsylvania Department of Community and Economic Development dced.pa.gov



Central

Adams, Centre, Clinton, Cumberland, Dauphin, Franklin, Fulton, Huntingdon, Juniata, Lancaster, Lebanon, Mifflin, Northumberland, Perry, Snyder, Union, and York counties

Department of Community and Economic Development

Madra Clay, Director
400 North Street, 4th Floor
Commonwealth Keystone Building
Harrisburg, PA 17120-0225
(717) 720-7397
maclay@pa.gov

Southeast

Bucks, Chester, Delaware, Montgomery, and Philadelphia counties

Department of Community and Economic Development
Michael Shorr, Director
1650 Arch Street, Suite 2500
Philadelphia, PA 19103
(215) 560-3793
Fax: (215) 560-5832
mshorr@pa.gov

Northeast

Bradford, Columbia, Lackawanna, Luzerne, Lycoming, Montour, Pike, Sullivan, Susquehanna, Tioga, Wayne, and Wyoming counties

Department of Community and Economic Development
Paul Macknosky, Director
2 North Main Street
Pittston, PA 18640
(570) 963-4122
Fax: (570) 654-6315
pmacknosky@pa.gov

Lehigh Valley

Berks, Carbon, Lehigh, Monroe, Northampton, and Schuylkill counties

Department of Community and Economic Development
Fadia Halma, Director
449 Wild Mint Lane
Allentown, PA 18104
(717) 877-8481
fhalma@pa.gov

Southwest

Allegheny, Armstrong, Beaver, Bedford, Blair, Butler, Cambria, Fayette, Greene, Indiana, Lawrence, Somerset, Washington, and Westmoreland counties

Department of Community and Economic Development
Johnna Pro, Director
301 Fifth Avenue, Suite 250
Pittsburgh, PA 15222
(412) 565-5098
Fax: (412) 565-2635
jopro@pa.gov

Northwest

Cameron, Clarion, Clearfield, Crawford, Elk, Erie, Forest, Jefferson, McKean, Mercer, Potter, Venango, and Warren counties

Department of Community and Economic Development
Christi Martone, Director
100 State Street, Suite 205
Erie, PA 16507
(814) 871-4241
cmartone@pa.gov

Appendix III – Designation Application Requirements

Applications for designation must clearly state the designation status being sought and provide the following:

1. **Name and description of the community applying for designation.**
 - Demonstrate the area is in need of revitalization to include, as applicable, the reporting of crime, poverty, unemployment, deteriorated/dilapidated housing stock, blighted buildings, a blight declaration in accordance with the Housing and Redevelopment Assistance Law and Urban Renewal Law, reduced homeownership rates, or other similar criteria.
 - Discuss the role the community plays within the context of its region. Identify the substantive assets within the community and explain how these assets significantly contribute to the regional economy. Examples include, but are not limited to, colleges and universities; Keystone Innovation Zones, Keystone Opportunity Zone designations; regional healthcare centers; county seats; tourism venues; and high growth businesses and/or high-tech business concentrations.
 - If an application is a regional request or includes more than one community, the application must identify all communities involved in the request and outline the role each community plays within the region and with respect to this request. This must include a description of the geographic connection among the participating communities.
 - Demonstrate that the Five-Year Strategy has been developed through a planning process with community-wide engagement. Eligible activities that meet this requirement include, but are not limited to, community visioning, focus groups, and public meetings. Evidence of community-wide engagement includes, but is not limited to, advertisements of public meetings such as flyers and social media posts, attendance lists, descriptions of meetings that occurred, and photographs.
 - Applications for *Elm Street* designation must also demonstrate the following:
 - The designated area is a targeted, residential, pedestrian-oriented district dominated by traditional older buildings which as existed as a residential neighborhood since 1961. The selected area may be mixed-use, but must be primarily residential. Preference is given for those areas within a local or Nationally Registered Historic District.
 - The target area must be within approximately a ½ mile of the edge of a downtown commercial district in need of or actively undergoing a revitalization effort.
2. **Five-Year Strategy** that emphasizes opportunities for business growth, downtown and/or neighborhood revitalization, and the effective ways in which the local government and nonprofit partners intend to assist in the implementation of the strategy.
 - a. The strategy must be specific to the designated area and contain, at a minimum:
 - the goals, objectives, and outcomes of the revitalization effort,
 - identification of how implementation complements the community and/or region’s overall development strategy,
 - specific outline of activities anticipated to be accomplished during the first year of implementation and planned activities through year five,
 - evidence of direct correlation between elements of the plan and community-wide engagement efforts as well as results of the Main Street Image Development Report or the Elm Street Image & Identity Report.
 - mission statement and
 - vision statement.

3. **Current Operating Budget** of the organization responsible for daily oversight and administration of the designation program. Provide documentation that details costs related to operation of the designated program within that budget.
4. **Sustainability Plan** identifying funding source(s) in place to sustain a full-time professional manager for, at a minimum, the five-year designation period. Provide a plan covering the five-year period which accounts for anticipated costs related to designation including, but not limited to, salary and benefits costs of a professional manager and costs associated with training required by designation. Sustainability Plan should include funding anticipated from MSM Operations Funding Support.
5. **A map of the proposed designation area** which details the area's location with regard to major thoroughfares, amenities, and other notable landmarks specific to the community. Boundary identification by street names should be clear and specific.
6. **A resolution** from the subject municipality indicating support for the designation request, willingness to participate in the program, support of the Five-Year Strategy, and, if the applicant is an organization other than the municipality, authorization of the applicant to represent the municipality.
7. **Identification of the organization responsible for daily oversight and administration of the designation program.** This organization should be reflective of the designated area it represents, for example, Elm Street designations should be represented by organizations that are neighborhood-oriented and comprised of residents, community-based organizations, property owners, institutions, churches, businesses, social services agencies and/or municipal officials.
 - a. Applications must include:
 - Names and titles of board members providing information regarding each person's role within the organization
 - Copies of regularly scheduled board and committee meetings minutes since the inception of designation discussions,
 - Copies of the organizational by-laws, official incorporation, and nonprofit tax status of the organization, and
 - The name, address, phone number, email address, and resume or narrative outlining experience of the full-time, professional downtown manager.
 - Applicants that are non-profit organizations must be registered with the Department of State, Bureau of Charitable Organizations and provide their most recent BC-O-10 and most recent financial compilation, review, or audit based on the appropriate conditions and criteria.
8. **Market assessment and image development reports.**
 - The Market Assessment Report provides the business inventory, the property/building inventory, and the socio- economic psychographic profile, aka the PRIZM lifestyle profile. The PDC has templates available for both the business inventory and the property/building inventory on the members-only section of the PDC website and will make available to other communities seeking designation upon request. The socio-economic psychographic profile/PRIZM lifestyle profile is available upon request to PDC.
 - The Image Development Report compiles the results of a standard perceptual question survey of community members regarding the area to be designated. The purpose of this survey tool is to get a better idea of how people feel about common attributes that contribute to a "sense of place" within a community.
9. **Historic Preservation.** As applicable, document local interest and commitment to historic preservation as evidenced by the existence or planned creation of a local historic district, the involvement of local historic groups on the organization's board, or qualification as a Certified Local Government.

Main Street Matters Program

PROGRAM GUIDELINES
July 2025



Pennsylvania
Department of Community
& Economic Development



Commonwealth of Pennsylvania
Josh Shapiro, Governor

PA Department of Community & Economic Development
dced.pa.gov



Table of Contents

Section I – Statement of Purpose	1
Section II – Eligible Applicants	1
Section III – Eligible Uses of Funds	1
A. Planning Grants	1
B. Façade Grants	2
C. Business Improvement Grants	3
D. District Development Grants	4
E. Accessible Housing Grants	6
F. Implementation Grants	7
Section IV – Application Procedures	8
Section V – Application Evaluation	8
Section VI – Contracting, Payment, and Closeout Processes	9
A. Contracting with DCED	9
B. Requests for Payment	9
Section VII – General Requirements, Restrictions and Limitations	10
Section VIII – Miscellaneous Program Requirements	10
A. Nondiscrimination	10
B. Project Records	10
C. Certification of Expenses	11
D. Bidding	11
E. Prevailing Wage	11
F. Conflict of Interest Provision	11
Section IX – Program Flow Chart	12
Section X – Program Inquiries	13
Appendix I – Designated Main and Elm Street Match Requirements	14
Section I – General Requirements	14
Section II – Match Waiver Requests	14
Appendix II – Administration of Revolving and Forgivable Loan Funds (RLF)	15
Section I – Administration	15
Section II – Reporting Requirements	15
Appendix III – DCED Regional Offices	17
Appendix IV – Application Supplemental Items	18

Section I – Statement of Purpose

The Commonwealth of Pennsylvania, through the Department of Community and Economic Development (DCED) is committed to creating and maintaining healthy, vibrant main streets and communities.

The **Main Street Matters program** (MSM) is designed to support our downtown cores and surrounding neighborhoods with tools to create healthy, vibrant, and welcoming communities. Funding is available to support revitalization efforts in planning, business support, aesthetic improvements, and the increase of safety and security. Main Street Matters funding is processed under the authority of Section 3 of the Act of May 10, 1939 (P.L. 111, No. 51), known as the Commerce Law. Funding was appropriated for this program under Section 1719-H of Subarticle B of the Act of April 9, 1929 (P.L. 343, No. 176) known as the Fiscal Code.

**Note: Communities may wish to consider designation through the MSM program as a Main Street or Elm Street. For more information, please review the MSM Program Designations Guidelines.*

Section II – Eligible Applicants

- Units of local government (counties, cities, boroughs, townships, towns, and home rule municipalities)
- Redevelopment and/or housing authorities
- Nonprofit organizations to include economic development organizations, housing corporations, etc.
- Community development corporations
- Business improvement districts, neighborhood improvement districts, downtown improvement districts, and similar organizations incorporated as authorities

Section III – Eligible Uses of Funds

A. Planning Grants

1. Activities

Planning grants are available to address a particular need or circumstance within a community, undertake a study relevant to an identified need, or study the results of implementing a specific activity. Planning activities may include, but are not limited to:

- a. Planning toward designation under the MSM Program,
- b. Implementing a business development survey in preparation of a business development strategy and/or preparation of the business development strategy,
- c. Planning for the establishment of a Neighborhood Improvement District, Business Improvement District, or a Downtown Improvement District, and
- d. Architectural, engineering, legal, consulting, and other soft costs and fees required to implement a construction project designed to improve and/or revitalize a neighborhood or community such as streetscape, anchor building, or development projects. Priority consideration will be given to projects that can demonstrate secured funding for the construction project.

2. Funding Requirements and Limitations

- a. Planning grants may not exceed \$50,000.
- b. Planning grants require a match of 25% of the total eligible project cost. Grant requests from designated Main and Elm Street programs should refer to the MSM Main and Elm Street Match Requirements outlined in Appendix I.
- c. Applications to develop planning applications to work toward designation under the MSM program as a Main Street or Elm Street must include a plan to support a program manager for the five-year period of designation. Documentation may include commitment letters or fundraising history and, at a minimum, must demonstrate the ability to obtain funding (not necessarily committed funds).

B. Façade Grants

1. Activities

Façade grants are available to stimulate private investment in properties, foster an attractive environment, and preserve the architectural heritage of properties and communities. The grant funds may be used for primary street-facing exterior building improvements in a defined target area of a downtown or neighborhood such as storefront signs, exterior façade painting, design assistance, etc. Communities requesting façade grant funding will be responsible for the administration of a local façade grant program which meets the general requirements below.

2. Funding Requirements and Limitations

- a. Façade grants may not exceed \$100,000, unless the applicant demonstrates:
 - i. an interest in additional funding; and
 - ii. a great need and a reasonable plan to expend funds within the anticipated grant contract activity period; and
 - iii. DCED determines that additional funds are warranted.
- b. A dollar-for-dollar match is required for façade grants. Grant requests from designated Main and Elm Street programs should refer to the MSM Main and Elm Street Match Requirements outlined in Appendix I with the following exceptions:
 - i. Façade improvements for non-residential buildings and rental properties must be matched dollar-for-dollar and are not eligible for a match waiver.
 - ii. Façade improvements for homeowners must be matched dollar-for-dollar for owners with an income above 120% of the median income for the community.
- c. Applicants must provide documented demand for façade funding to include the names, addresses, and estimated project costs for interested parties in the target area.
- d. Grant funds for each façade (home or storefront) improvement may not exceed \$10,000, unless DCED determines that additional funding is warranted. Façade funding may not be used on out-buildings located on a property, any interior work, or landscaping and general site improvements to sidewalks and paved areas.
- e. Labor provided by the owner of the property is not an eligible cost for reimbursement or match consideration.

- f. Applicants must provide, at the time of application, the design guidelines and procedures for the local façade grant program to include, at a minimum:
 - i. **Established program boundaries** – Consideration should be given to the number of properties that can be assisted within the targeted area.
 - ii. **Design standards** – Design guidelines and standards should be developed by a local committee and distributed to local property owners to maximize the impact of rehabilitation. Note: Designated Main Street programs seeking national accreditation should follow the US Department of the Interior’s “Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.”
 - iii. **Defined eligible applicants and activities** – This should address policies regarding ownership and discuss policies for rented or leased properties. Eligible work activities must be specified.
 - iv. **Policies and procedures** – A clearly outlined, step-by-step application, contracting, inspection, and payment process should be included. The guidelines should have written policies to rely on if disputes arise. All necessary forms and contract documents should be provided.

C. Business Improvement Grants

1. Activities

Business Improvement Grants are available to stimulate private business investment and better enable business attraction, retention, and expansion in the defined target area of a downtown or neighborhood. Grants funds will be awarded to an eligible applicant to support a local program providing microgrants and/or forgivable microloans.

Microgrants may be used by established businesses for capital purchases; structural or interior improvements; hardware, software, and connectivity upgrades; and professional marketing and promotions activities.

Microloans may be used by established or new small businesses for capital purchases; structural or interior improvements; hardware, software, and connectivity upgrades; professional marketing and promotions activities; and operating expenses. Microloans may also be used by businesses for employee salaries and benefits, operations costs including rent or mortgage assistance, utility bills, inventory, consumable supplies, or fees to secure other financing.

2. Funding Requirements and Limitations

- a. Business Improvement Grants may not exceed \$100,000, unless the applicant demonstrates:
 - i. an interest in additional funding; and
 - ii. a great need and a reasonable plan to expend funds within the anticipated grant contract activity period; and
 - iii. DCED determines that additional funds are warranted.
- b. A dollar-for-dollar match is required for the business improvement grant. Grant requests from designated Main and Elm Street programs should refer to the MSM Main and Elm Street Match Requirements outlined in Appendix I.
- c. Applicants must provide documented demand for business improvement grant funding to include the names, addresses, estimated project costs, and type of funding (microgrant/loan) for interested parties in the target area.
- d. Microgrant funds for each eligible business may not exceed \$5,000.
- e. Forgivable microloan funds for each eligible business may not exceed \$25,000.

- f. Microgrant funds may not be used for salaries/benefits, operations costs including rent or mortgage, utility bills, inventory, consumable supplies, or fees to secure other financing.
- g. Labor provided by the owner of the property and/or proprietor of the business is not an eligible cost for microgrants or forgivable microloans.
- h. Applicants must provide, at the time of application, guidelines and procedures for the local business improvement program to include, at a minimum:
 - i. Established program boundaries – Consideration should be given to the number of properties that can be assisted within the targeted area.
 - ii. Defined eligible applicants and activities – This should address policies regarding ownership and discuss policies for rented or leased properties and intended local use of microgrant and forgivable loan funding. Eligible work activities must be specified and, at a minimum, meet the requirements established by the MSM guidelines.
 - iii. Policies and procedures – A clearly outlined, step-by-step application, review, and fund disbursement process should be included. The guidelines should have written policies to rely on if disputes arise. All necessary forms and contract documents should be provided. Applications which include a forgivable microloan component for local business assistance programs must also include information on how the loan fund is to be administered, including all information required in Appendix II – Administration of Revolving and Forgivable Loan Funds.

D. District Development Grants

1. Activities

District development grants are available for large public and private development projects which improve the buildings, housing units, and infrastructure associated with downtowns and commercial districts and residential areas and neighborhoods adjacent to the community's downtown or commercial district, as well as for public safety and permanent aesthetic improvements for these districts. District development activities may include, but are not limited to:

- a. Acquisition, rehabilitation or restoration of older or under-utilized buildings for immediate reuse supporting other community development goals, including those which qualify for listing in the National Register of Historic Places or are an anchor building in a community.
- b. Demolition of blighted structures with a plan for committed private or public development and/or site maintenance.
- c. Site improvements to support the construction of new housing units or commercial structures.
- d. Acquisition, rehabilitation, and/or new construction of:
 - i. Housing resulting in homeownership or rental opportunities.
 - ii. Mixed-use buildings which contain a combination of distinct and separate commercial and residential uses.
 - iii. Commercial buildings which support opportunities for the location of new businesses and commercial enterprises.
- e. Rehabilitation of owner-occupied residential properties.
- f. Public infrastructure improvements such as:
 - i. Road rehabilitation or construction, streetscape improvements, and water and sewer improvements.
 - ii. Extension of service through public rights-of-way, including widening of roadways and upgrades to water, sanitary, or storm sewers.

- g. Purchase and installation of police cameras, street lighting, and other infrastructure which contributes to improved public safety outcomes.
- h. District development grants may also be available to help a Main Street or Elm Street district recover from a disaster event, such as flooding or fire.

2. Funding Requirements and Limitations

- a. District development grants require a minimum 50% match of the total project cost and may not exceed \$1,000,000.
- b. Grant requests from designated Main and Elm Street programs should refer to the MSM Main and Elm Street Match Requirements outlined in Appendix I.
- c. Projects that benefit for-profit or private sector individuals or entities are eligible as follows:
 - i. Funding assistance for projects which benefit a for-profit or private sector entity can be conveyed through a grant, loan, or combination of a grant and a loan, with all funding required to pass through an eligible applicant to the MSM program.
 - ii. For assistance conveyed via a loan, the loan must be repaid to the local agency receiving grant funds and deposited into an existing or, if establishing a Revolving Loan Fund (RLF) for the first time, a newly created RLF. Such projects are subject to the following requirements:
 - DCED must review and approve the financial underwriting of the loan and all loan terms and conditions.
 - Applications should include the following information regarding the proposed loan:
 - Proposed terms and conditions of the loan to include annual interest rate, amortization period, description and value of collateral, and position of real estate encumbrance,
 - Business history of proposed borrower,
 - Financial documentation from the borrower evidencing the borrower's ability to pay back the loan, and
 - Draft loan documents.
 - The existing or proposed RLF program guidelines must be submitted for review and approval in accordance with the instructions in Appendix II – Administration of Revolving Loan Funds.
 - Reporting requirements are outlined in Appendix II – Administration of Revolving Loan Funds.
- d. Entities which intend to apply for grant support for private or for-profit projects must receive pre-approval from DCED prior to applying for grant assistance.

E. Accessible Housing Grants

1. Activities

Accessible housing grants are available to undertake accessibility improvements to housing units for people with permanent physical disabilities in order to allow the individuals to reside in their current home rather than an institution or to return to the community from an institution. Eligible activities include:

- a. Construction, renovation, and/or installation of adaptations, including the cost to evaluate the beneficiary's need with regard to the installation of the proposed modification(s).
- b. Adaptive modifications, such as ramps, lifts, door-widening, visual doorbells, audio phones, visual phone signalers, etc., that will improve the ability of a person with permanent, physical disabilities to enter and exit the home.
- c. Adaptive modifications, such as widening hallways, lowering kitchen counters, enlarging bathrooms, adding grab bars, etc., that will increase the ability of a person with permanent, physical disabilities to perform activities of daily living.
- d. Adaptive modifications that do not extend beyond the original footprint of the housing unit that will enable a person with a permanent, physical disability to remain in the home and prevent institutionalization.
- e. Other items not included above but clearly demonstrated as integral to the person with the disability remaining in the home.

2. Funding Requirements and Limitations

- a. Accessible housing grants may not exceed \$300,000.
- b. A dollar-for-dollar match is required for accessible housing grants.
- c. Applicants must demonstrate coordination with other local funding sources to address homes with building code deficiencies that also need home modifications. Note: Applicant is not required to manage the coordinating funds.
- d. Applicants must provide existing or proposed local program guidelines for DCED review and approval.
- e. Applications must include a description of:
 - i. How this program will address the needs of each program beneficiary and the program service area,
 - ii. The anticipated number of persons with permanent, physical disabilities that will benefit from the program,
 - iii. The nature and extent of collaboration among existing local organizations in the planning and implementation of the program,
 - iv. The outreach component of the program providing information and promoting public awareness,
 - v. Secured sources of funds for this project,
 - vi. Additional sources of funds available to undertake other major home repairs such as Act 137, HOME Investment Partnership, Community Development Block Grant (CDBG), etc., and how those resources will be coordinated,
 - vii. How the quality of life and the quality of housing for persons with permanent, physical disabilities will be maintained and improved,

- viii. How the program will build capacity in the local community and relevant local organizations to plan and implement home modification programs, and
 - ix. How follow-up measures will be conducted to ensure that appropriate modifications are properly installed and that the program beneficiary has been trained to utilize the modifications.
 - f. The ultimate owner/user of these grants must be a public entity, a charitable nonprofit, or an income-eligible homeowner or renter. Income-eligible homeowners/renters include low-, moderate-, and middle-income homeowners may not exceed 120% of the area median income.
 - g. Modifications, renovations, etc. to a group home or some form of an assisted living facility are not eligible activities.
- 3. Funding Priorities**
- a. Applications demonstrating the following:
 - Preference will be given to persons with permanent, physical disabilities at risk of becoming institutionalized or persons of any age with permanent, physical disabilities moving from an institution into the community.
 - Applicant will serve an area that does not have an existing home modification program in place. Requires documentation regarding the availability of programs in the local area.
 - The program will make the best use of limited funds and leverage other resources.
 - The program will achieve an economy of scale by providing services in a multi-jurisdictional or regional area.
 - b. Programs giving preference to people with very low income, as defined by the US Department of Housing and Urban Development's (HUD) Section 8 Income Guidelines, or those people below poverty level as defined by the Federal Poverty Income Guidelines, whichever is more advantageous to the beneficiary. These two standards include persons at or below 50% of the area median county income and persons at or below 100% of the Federal poverty level.

F. Implementation Grants

1. Activities

Implementation grants are available to assist designated MSM program communities in implementing critical components of their approved Five-Year Strategy. Implementation grant activities may include, but are not limited to:

- a. Signage,
- b. Program promotion and advertising, and
- c. Implementation of a business retention program.

2. Funding Requirements and Limitations

- a. Implementation grants may not exceed \$100,000. Designated programs may only receive one implementation grant per designation.
- b. Eligible applicants are limited to current designated MSM program communities.
- c. Designation status does not guarantee approval of the funding request.

- d. Funds may not be used for the daily costs to operate an office (utilities, rent, travel and/or conference fees, etc.) or consumable supplies consistent with the operation of an office (connection fees, paper, etc.).
 - i. Match Requirements: No match required for the first \$50,000 in requested grant funding.
 - ii. Any grant funds requested in excess of \$50,000 will be matched as follows:
 - Designated Main Street programs are required to match 50%.
 - Designated Elm Street programs are required to match 10%.

Section IV – Application Procedures

Potential applicants are strongly encouraged to communicate with the appropriate DCED Regional Office about the proposed project prior to submission of an application. Regional Office staff serve as a source of technical assistance, program knowledge, and contribute to the funding decision-making process. See Appendix III – DCED Regional Offices for contact information.

To apply for funding, the applicant must submit DCED’s electronic Single Application for Assistance (ESA) – grants.pa.gov. Required supplemental information outlined in Appendix IV must be attached electronically to the application on the Addenda tab. Applications will be accepted between July 1, 2025 and August 31, 2025.

Section V – Application Evaluation

DCED determines the competitiveness of proposed Main Street Matters projects by conducting a quantitative analysis based on the following criteria:

- Status and performance as a designated Main Street or Elm Street to include the proposed project’s relationship to a credible Five-Year Strategy.
- Strategic importance.
- Community impact.
- Economic impact.
- Level of secured private sector investment leveraged.
- Level of secured local financial support.
- Financial need.
- Economic conditions of the proposed project region.
- Operational capacity.
- Project readiness.

Section VI – Contracting, Payment, and Closeout Processes

A. Contracting with DCED

- Upon approval of an application by DCED, a grant agreement (contract) will be issued electronically to the applicant explaining the terms and conditions of the grant to include the approved scope of work. The contract must be electronically signed within 45 days from the emailed date or the offer may be withdrawn by DCED.
 - At the time of application, DCED will request the name, title, and email address of two individuals authorized to execute a contract, if awarded. DCED staff will verify the accuracy of information prior to contracting, as necessary.
- A fully executed contract between the applicant (hereafter referred to as grantee) and DCED is required prior to disbursement of funds. Costs incurred prior to full execution of the contract are incurred at the grantee's own risk.
- Requests to modify the contract scope of work, budget, or contract activity period, must be submitted in writing to the program office. Grantees are responsible for monitoring contract activity, progress, and budget and must make requests for modification a minimum of 3 months prior to the end of the contract activity period to allow ample time for review, approval, and processing of requests.

Note: Request does not guarantee approval. Costs incurred outside of the approved scope of work, budget, or contracted activity period are incurred at the grantee's own risk prior to formal, written approval by DCED.

B. Requests for Payment

- Funds will be disbursed on a reimbursement basis, unless DCED determines that another method of disbursement is warranted. Grantees must, at a minimum, incur the project costs prior to requesting disbursement of grant funds.
- All payment requests must be submitted using the approved payment request form received with the fully executed contract and must include copies of invoices, bid tabs, construction contracts and/or other approved documentation verifying total costs incurred by the grantee.
 - Grantees working in partnership or on behalf of other entities must submit an executed Cooperation Agreement outlining the responsibilities of each party, and the ability to incur costs in relation to the grant, and containing a statement requiring that all rules and regulations included in the grant contract must be followed by both parties with regard to the project.
- Payment requests require at least 45 days for processing.

Section VII – General Requirements, Restrictions and Limitations

1. Projects should not commence (i.e. executing vendor contracts and/or issuing notices to proceed) prior to the approval of Main Street Matters Program funding.
 - a. In limited circumstances, DCED may consider requests to incur costs associated with the project, generally match costs, prior to the approval of the application. All requests should be submitted, in writing, dced-msm@pa.gov.
2. DCED may waive the limitations on funding and requirements for match if DCED determines that a waiver is warranted.
3. Funds must be used for new projects and may not be used for refinancing or reducing existing debt or obligations.
4. All project costs must be incurred within the contract activity period to be considered for reimbursement.
5. Budgeted contingency costs are limited to 5% of documented construction and/or infrastructure costs.
6. Reasonable costs associated with *administration of the grant* during the contract activity period are eligible for reimbursement.
 - a. Staff time must be documented with time sheets, activity logs, and wage information.
 - b. Costs to prepare the Main Street Matters application are *not eligible* for reimbursement.

Section VIII – Miscellaneous Program Requirements

A. Nondiscrimination

No assistance shall be awarded to an applicant under this program unless the applicant and the project user certify to DCED that the applicant and the project user shall not discriminate against any employee or against any person seeking employment by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the Pennsylvania Human Relations Act, which prohibits discrimination on the basis of race, color, religious creed, ancestry, age, sex, national origin, handicap or disability, or in violation of any applicable federal laws. All contracts for work to be paid with grant funds must contain the commonwealth's official nondiscrimination clause.

B. Project Records

The applicant must maintain full and accurate records with respect to the project and must ensure adequate control over related parties in the project. DCED requires access to such records, as well as the ability to inspect all work, invoices, materials, and other relevant records at reasonable times and places. Upon request of the program office, the applicant must furnish all data reports, contracts, documents, and other information relevant to the project.

C. Certification of Expenses

The applicant shall sign a payment request form certifying that the expenses were incurred and were in accordance with the scope of work approved by DCED. In lieu of a formal project audit and prior to final closeout of the grant agreement, the applicant shall be required to submit copies of all canceled checks verifying the expenditure of the Main Street Matters program proceeds and required match. Copies of canceled checks shall include those from the grantee and sub-grantee (if applicable). Bank statements may also be submitted if electronic payment of the expenditure occurred.

D. Bidding

If the grantee is a political subdivision or other entity for which open and competitive bidding procedures have been established by law, it shall comply with those statutory bidding procedures. If not, the grantee shall comply with open and competitive bidding procedures in awarding any contracts in excess of \$10,000 for construction, reconstruction, demolition, alteration and/or repair, for acquisition of machinery and equipment, or for engagement of the services of a professional consultant, when such contracts are funded at least 50% with funds made available under the contract. In order to comply with open and competitive bidding procedures the grantee must obtain a minimum of three arms-length bids from contractors who are capable of performing the services requested.

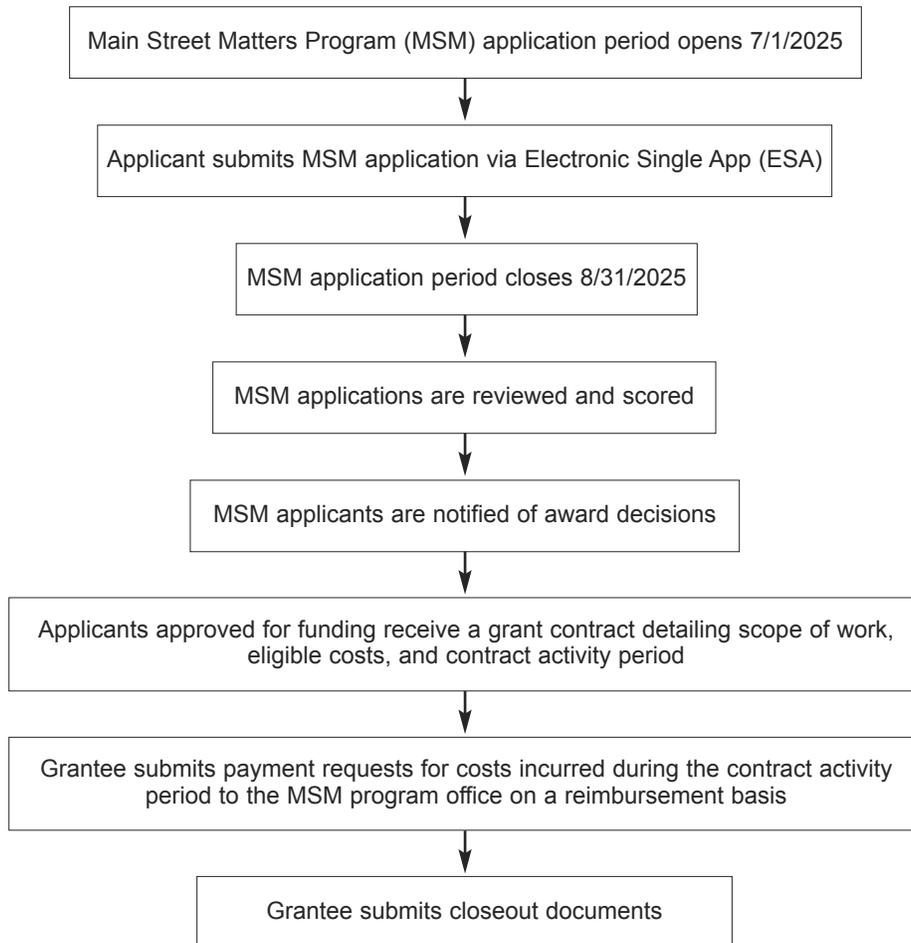
E. Prevailing Wage

The Pennsylvania Prevailing Wage Act (43 P.S. § 165-1 et seq.; 34 Pa. Code § 9.101 et seq.) may be applicable to a project funded under this program. Prevailing Wage requirements are generally applicable to grants for construction, demolition, reconstruction, alteration, repair work, renovations, build-out and installation of machinery and equipment in excess of \$25,000. If applicable, the grantee is responsible for including prevailing wage rates in all bid documents, specifications, and construction contracts pertaining to the Project. The Department of Labor and Industry (L&I) has final authority to make prevailing wage applicability determinations. Questions may be directed to (717) 787-3681.

F. Conflict of Interest Provision

An officer, director, or employee of an applicant who is a party to or has a private interest in a project shall disclose the nature and extent of the interest to the governing body of the applicant, and may not vote on action of the applicant concerning the project, nor participate in the deliberations of the applicant concerning the project.

Section IX – Program Flow Chart



Section X – Program Inquiries

Program inquiries should be directed to:

Department of Community and Economic Development
Center for Community Enhancement
Main Street Matters Program
Commonwealth Keystone Building
400 North Street, 4th Floor
Harrisburg, PA 17120-0225

Telephone: (717) 787-6245

Email: dced-msm@pa.gov

Appendix I – Designated Main and Elm Street Match Requirements

Section I – General Requirements

Designated Elm Street Programs are under the following requirements for MSM Program funding:

- Projects require a match of 10% of the total project cost.
- Sources of match may include:
 - Local, private, or public sources.
 - Cash and/or documented in-kind services or goods.

Designated Main Street Programs are under the following requirements for MSM Program funding:

- Projects require a match of 25% of the total project cost.
- Sources may include local, private, or public sources.

Section II – Match Waiver Requests

The match requirement may be reduced to 10% of total project cost if it is determined that the requirement would constitute a hardship upon the municipality or an agency designated by the municipality. A formal letter making this request along with appropriate detail to justify a hardship must accompany the application. A hardship exists if the municipality meets one of the following criteria:

- Municipality is declared financially distressed under the Act of July 10, 1987 (P.L. 246, No. 47), known as the Municipalities Financial Recovery Act or Act 47.
- The amount of required match for the application exceeds 5% of the municipality’s annual operating budget.
- 20% or more of the municipality’s population falls below 150% of the Federal Poverty Level. For municipalities which have populations that exceed 75,000 residents, 20% or more of the population in the census tracts at and adjacent to the proposed project site must meet this requirement to qualify for this type of hardship waiver.

Appendix II – Administration of Revolving and Forgivable Loan Funds (RLF)

Grantees awarded funding as a grant-to-loan in accordance with the program guidelines and grant contract are required to administer and report the activity of the resulting or existing Revolving Loan Fund (RLF) as follows:

Section I – Administration

A. Request for payment/disbursement of grant funds

1. In addition to the required payment request form, grantees are required to submit the following for review and approval prior to payment:
 - a. Draft and/or executed loan documents to include loan agreement, mortgage and note.
 - If draft documents are approved for payment, the grantee must submit a copy of the executed loan documents upon execution.
 - If the loan is structured as a forgivable loan under a business improvement program, the mortgage requirement is waived.
 - b. RLF Guidelines that, at a minimum, must:
 - Be consistent with Main Street Matters Program guidelines,
 - Identify eligible borrowers,
 - List loan requirements, limits, and payment policies, and
 - Describe the loan review and award processes.

B. RLF Account and Use of Funds

1. Grantees must establish a separate, interest-bearing RLF account with the capacity to track and monitor loan payment receipts, interest, administrative costs, program income, expenditures, new loans, etc.
2. Contract funds must be deposited into the RLF and remain in the RLF until they are disbursed to the borrower. Interest earned on the original grant funds, prior to initial disbursement to the borrower, must be returned to DCED.
3. Interest income (includes general interest earned on recycled idle funds and interest received with loan payments), loan payments, and other program income (such as loan processing fees, etc.) accumulated must remain in the RLF until re-loaned to eligible borrowers. Requests to expend funds in the RLF in another manner must be approved, in writing, by DCED prior to the expenditure of such funds.

Section II – Reporting Requirements

Grantees are required to submit two reports to DCED:

- Active Contract Loan Report
- Revolving Loan Fund Report

Failure to submit timely reports may affect the grantee's ability to access funding and payment from all of DCED's programs.

A. Active Contract Loan Report (ACLR)

The ACLR tracks loan payments received by the grantee from the original borrower until the loan is satisfied and must be filed with DCED until the grantee is notified that the contract has been permanently closed. The report form is available at dced.pa.gov/msm.

1. Reports must be filed, on a form provided by DCED, by January 31 and July 31 of each year as follows:
 - a. Email reports to dced-msm@pa.gov, preferably with a subject line identifying the grantee, county, and date of report (e.g. "ACLR - CREDC, Harrisburg/Cumberland Counties, 7-15-16")
 - b. Reference DCED Contract number(s) providing funds.

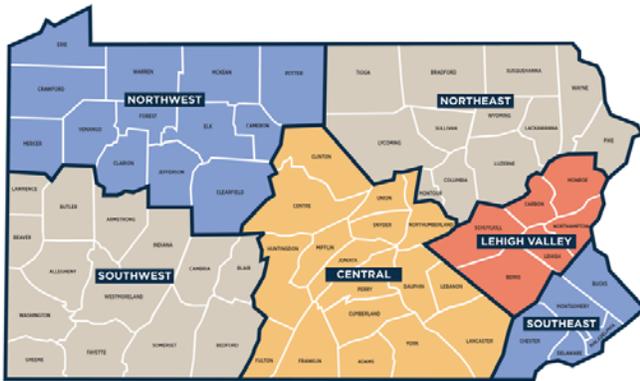
B. Revolving Loan Fund Report (RLFR)

The RLFR tracks all funds deposited into and loaned from the RLF according to the submitted and DCED-approved RLF Guidelines. The report form is available at dced.pa.gov/msm. Reports must be filed, on a form provided by DCED, by January 31 and July 31 of each year as follows:

1. Email reports to dced-msm@pa.gov preferably with a subject line identifying the grantee, county, and date of report (e.g. "RLF - CREDC, Harrisburg/Cumberland Counties, 7-15-16")
2. The first RLF report must be submitted to DCED when the initial loan documents are executed and the funds are transferred to the borrower. If loan payments are deferred, submission of the RLF report is still required to include a foot note indicating the start date of payments.

Appendix III – DCED Regional Offices

Pennsylvania Department of Community and Economic Development dced.pa.gov



Central

Adams, Centre, Clinton, Cumberland, Dauphin, Franklin, Fulton, Huntingdon, Juniata, Lancaster, Lebanon, Mifflin, Northumberland, Perry, Snyder, Union, and York counties

Department of Community
and Economic Development

Madra Clay, Director

400 North Street, 4th Floor
Commonwealth Keystone Building
Harrisburg, PA 17120-0225

(717) 720-7397

maclay@pa.gov

Southeast

*Bucks, Chester, Delaware, Montgomery,
and Philadelphia counties*

Department of Community
and Economic Development

Michael Shorr, Director

1650 Arch Street, Suite 2500
Philadelphia, PA 19103

(215) 560-3793

Fax: (215) 560-5832

mshorr@pa.gov

Southwest

*Allegheny, Armstrong, Beaver, Bedford, Blair,
Butler, Cambria, Fayette, Greene, Indiana,
Lawrence, Somerset, Washington, and
Westmoreland counties*

Department of Community
and Economic Development

Johnna Pro, Director

301 Fifth Avenue, Suite 250
Pittsburgh, PA 15222

(412) 565-5098

Fax: (412) 565-2635

jopro@pa.gov

Northeast

*Bradford, Columbia, Lackawanna, Luzerne, Lycoming,
Montour, Pike, Sullivan, Susquehanna, Tioga, Wayne,
and Wyoming counties*

Department of Community
and Economic Development

Paul Macknosky, Director

2 North Main Street
Pittston, PA 18640

(570) 963-4122

Fax: (570) 654-6315

pmacknosky@pa.gov

Northwest

*Cameron, Clarion, Clearfield, Crawford, Elk,
Erie, Forest, Jefferson, McKean, Mercer, Potter,
Venango, and Warren counties*

Department of Community
and Economic Development

Christi Martone, Director

100 State Street, Suite 205
Erie, PA 16507

(814) 871-4241

cmartone@pa.gov

Lehigh Valley

*Berks, Carbon, Lehigh, Monroe, Northampton,
and Schuylkill counties*

Department of Community
and Economic Development

Fadia Halma, Director

449 Wild Mint Lane
Allentown, PA 18104

(717) 877-8481

fhalma@pa.gov

Appendix IV – Application Supplemental Items

In addition to the electronic [Single Application for Assistance](#) and items specifically outlined in Section III of the funding guidelines, applicants shall submit the following:

1. **Detailed Project Description** – Provide a narrative which discusses all of the following:
 - a. A detailed description of the proposed project,
 - b. Explanation of the need for grant funding,
 - c. Explanation of the intended use of grant funds,
 - d. Identification of the municipality or municipalities participating in and/or benefitting from the project,
 - e. A description of how the community as a whole benefits from the proposed project and how the public will be served,
 - f. The anticipated employment, investment, and/or community impact of the project, and
 - g. If applicable, indicate consistency with or priority in existing comprehensive, community development, or economic development plans or strategies.
2. **Cost Justification** – Façade, business improvement, and accessible housing projects shall provide a spreadsheet documenting demand for funding to include, at a minimum, the names, addresses, and estimated project costs for interested parties. All other projects shall provide a thorough and detailed estimate for the total project costs prepared by an engineer or other qualified professional. The estimate should be dated and current (within one year of application submission) and be accompanied by copies of signed and dated quotations, bids, contractor estimates, sales agreements or other documentation verifying project cost estimates. Acquisition costs must also be supported by an appraisal that was completed within one year of application submission.
3. **Resolution or Notification of Municipal Entities**
 - a. Public sector applicants must provide a resolution duly adopted by the applicant’s governing board formally requesting the grant, designating an official to execute all documents, describing briefly the project scope, and identifying the requested (or maximum requested) grant amount.
 - b. All other applicants must provide copies of formal letters of notification provided to the municipalities, to include counties, that may be affected by the project. Applicants are encouraged to request letters of support from affected public sector entities.
4. **Match** – As required, matching funds are defined as those funds in addition to the requested grant funds necessary to complete the proposed project and must be secured at the time of application submission. Applications must include copies of signed and dated funding commitment letters from all other project funding sources. Funding commitments or term sheets provided by lending institutions must include the term, rate, and collateral conditions, and must be signed and dated. **Keystone Communities Program funds are not an eligible match source.**
5. **Project Map** – Submit a map of sufficient size and quality to describe the project location with regard to the nature of the application (e.g., Google Map image).
6. **Financials** – Provide a copy of the applicant and/or project user’s latest audited financials.

**Note: Upon receipt and review of the application, DCED may identify additional information necessary to complete review of the funding request.*

Hi George,

Just want to make sure you're aware that only the executive summary is provided for the update to Council.

Please note that a draft copy of the annual progress report for MS4 year 7 will be compiled after the permit year ends on June 30, 2025. We will provide you a copy of the compiled report for review at a later date prior to the submission deadline of September 30, 2025 as we have done in prior years.

Thanks,
Allison

Allison A. Lee, P.E.

Pennoni

JENKINTOWN BOROUGH
MS4 UPDATE - Year 7

- The Borough's MS4 permit became effective on March 16, 2018. Year 7 of the permit ends on June 30, 2025. The DEP has administratively extended the MS4 General Permit until March 15, 2026, with annual progress report due September 30, 2026.
- Six (6) Minimum Control Measures are required to be met to be in compliance with the MS4 permit:
 - Public Education & Outreach
 - Public Involvement & Participation
 - Illicit Discharge Detection & Elimination
 - Construction Site Runoff Control
 - Post-Construction Runoff Control
 - Pollution Prevention/Municipal Good Housekeeping
- Stormwater information is available on the Borough's website.
- All stormwater outfalls in the Borough are required to be screened once before the permit expiration in 2025 has been completed and submitted in the Year 5 annual report to PA DEP.
- DEP has issued a draft of the new MS4 permit requirements. It is anticipated that the new permit cycle will start on October 1, 2026 and end on September 30, 2031.
- Under the new permit, a Volume Management Plan (VMP) based on a Volume Management Objective (VMO), which is determined by DEP's Maximum Extent Practicable (MEP) calculator, will be required to be submitted to DEP by September 30, 2028 and subject to DEP approval. The VMP must be completed by September 30, 2031, unless otherwise authorized by DEP.