

Urban Design Services Pilot Program Letter of Interest Requirements

All letters of interest will be reviewed by members of Forward Pinellas staff. Projects will be evaluated based on their ability to have transferrable and adaptable design recommendations which could benefit the county as a whole. While a local match is not required, projects which are able to provide a local match will receive extra consideration. Additionally, projects which build upon existing design efforts, form-based codes, comprehensive planning processes, etc. are highly encouraged.

Letters are to be in Word or PDF format, submitted via email to nrahman@forwardpinellas.org and applicants can cc: rschatman@forwardpinellas.org as well. Please do not submit paper copies or email .zip files. Please address the letter to Nousheen Rahman.

Letters of interest must be submitted no later than 5:00 p.m. on Friday, August 15, 2022.

All questions can be directed to Nousheen Rahman (nrahman@forwardpinellas.org).

Please include the following information in your letter:

1. Provide a detailed description and purpose of the project (please include parcel numbers, addresses, or legal descriptions of the area of interest as relevant)
2. Please identify the task work orders under which this project will function. See below for relevant task work orders.
3. Please identify to the best of your ability how this project will benefit/have transferability to other areas of your community and countywide.
4. If this project is building off existing regulations, policies, projects, etc. please provide supplemental materials which provide context for the project.
5. Will your local government be providing a match in funding? If so, how much?

POSSIBLE TASK WORK ORDERS:

- *Task Work Order 1: Work with developers to provide urban design guidance to meet the intent of adopted regulations*
- *Task Work Order 2: Work with community/neighborhood groups and developers to host charrettes/studios to visualize change and develop a common understanding for potential redevelopment projects*
- *Task Work Order 3: Evaluate and/or advise on form-based regulations*

Application Timeline:

- Submittals open: Monday, June 20, 2022
- Open period for pre-application meetings and technical support (encouraged): Monday, June 27, 2022 to Friday, July 15, 2022

- **Letter of Interest Deadline: Friday, August 12, 2022**
- Forward Pinellas staff review letters of interest: Monday, August 15, 2022 to Friday, August 26, 2022
- Forward Pinellas staff provide recommendations to recipients: Monday, August 29, 2022 to Friday, September 2, 2022
- Forward Pinellas Board to vote on staff recommendations for funding: Wednesday, September 14, 2022