

Frederick Douglass Tunnel Program

Community Investment Program Guide

2024 April – Version 1



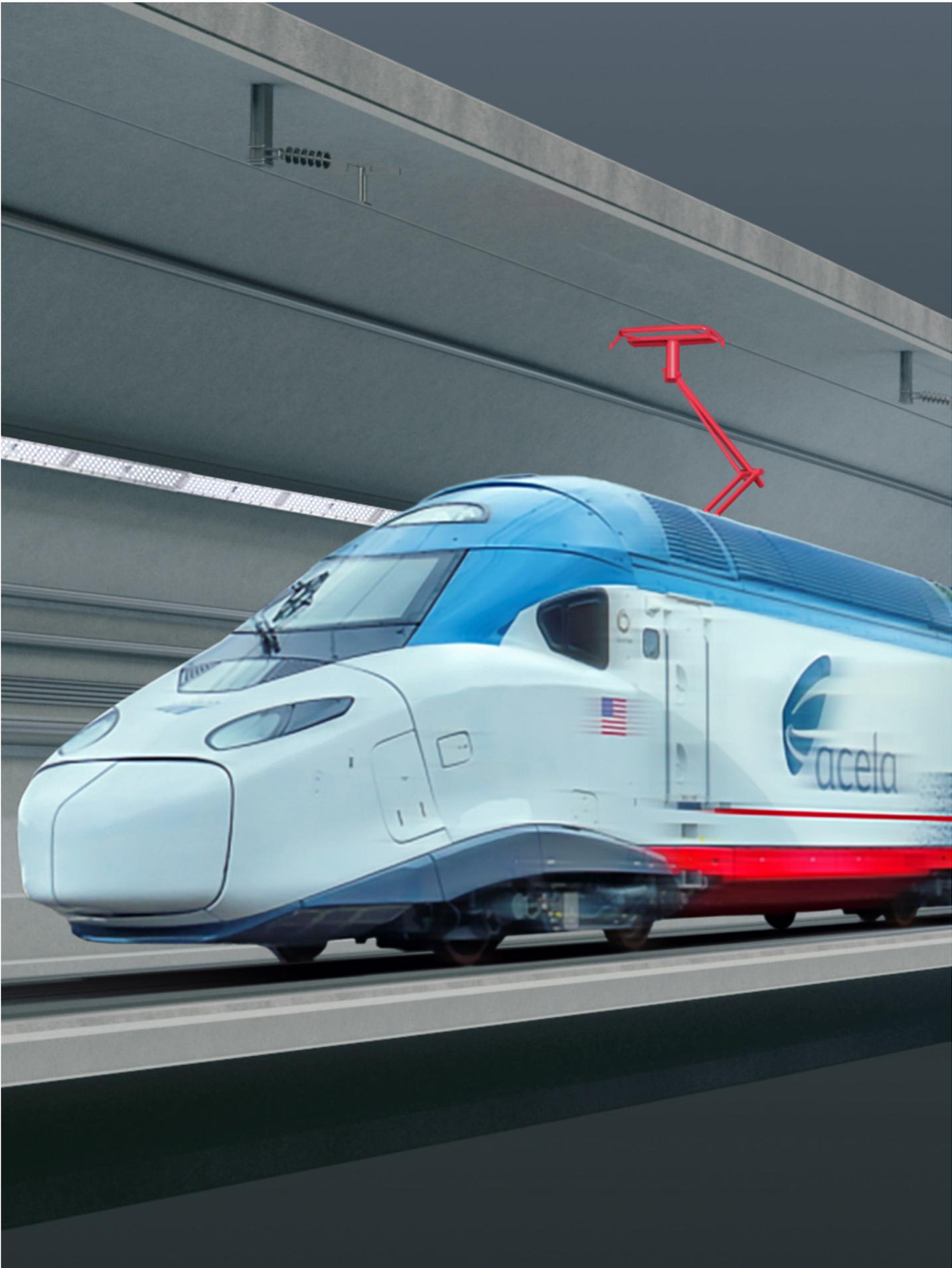


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This Program will modernize and transform a ten-mile section of the NEC. The work will include the construction of:

- Two new tunnel tubes that will serve electrified Amtrak and MARC passenger trains
- New roadway and railroad bridges
- New rail systems, track, and railroad infrastructure
- A new ADA-accessible West Baltimore MARC station

When the FRA approved the Preferred Alternative for the Program in 2017, it issued the ROD, outlining 43 mitigation measures that must be implemented by Amtrak during the Program’s design and construction. These mitigation measures were designed by the FRA to avoid or minimize environmental harm from the Selected Alternative on areas adjacent to the Program alignment. The ROD mitigation measures included the establishment of the Community Investment Program (CIP). The CIP will consist of two components: (1) Amtrak grants to qualified community organizations (Community Grants) and (2) Amtrak direct investments, engagements and/or work (Direct Investments).

CIP Requirements

All activities conducted under the CIP must meet all the following criteria (collectively, the CIP Requirements):

- must be a legally formed non-profit organization or a city/state government agency;
- be located within ¼ mile of the Program alignment (except for transportation improvement projects which may occur within one-half (½) mile of the Program alignment); and
- focus on one of the following six CIP Categories (defined below):
 - (1) community development;
 - (2) workforce development;
 - (3) maintenance and improvement to publicly-owned parks and recreation facilities;
 - (4) improvement or establishment of community gardens, vacant lot greening or creation of public open space;
 - (5) transportation; and/or
 - (6) historic preservation.

Amtrak has committed to an overall CIP budget of \$50 million (CIP Budget), which will be invested over the term of the design and construction of the Program.

Amtrak will identify an internal administrator of the CIP (Administrator) responsible for oversight of the CIP Budget, as well as management and administration of the CIP.

This **Community Investment Program Guide** outlines the structure pursuant to which Amtrak will implement the CIP.



Section II. Community Investment Areas

The CIP will cover the following six (6) major categories of projects (collectively the CIP Categories):

(1) **community development projects**, including economic development projects,

(2) **workforce development**,

(3) maintenance and improvement to publicly owned **parks and recreation facilities**,

(4) improvement or establishment of **community gardens, vacant lot greening or creation of public open space**,

(5) **transportation**, including streetscape infrastructure, pedestrian and bicycle access improvements, and

(6) **historic preservation** projects.

The following is a list of examples of the types of projects that may be funded by the CIP if they fall into one or more of the CIP Categories:

Focus Area #1: Community Development Projects



- Food Access, Health & Wellness
- Public Art
- Annual Festivals and Cultural Events
- Adult Education
- K-12 School Activities
- Business Improvement Districts
- Community Services (e.g., public emergency response, legal aid, educational trainings/workshops)
- Public Wi-Fi, Community Technology, Digital Literacy

Focus Area #2: Workforce Development Projects



- Baltimore Workforce Hub*
- Professional Coaching (e.g., resume building, career workshops, interview prep)
- Skilled Trades Training & Apprenticeship Programs
- Small Business Administrative Support (e.g., accounting, invoicing, HR, marketing)
- Green jobs training (e.g., green energy installation and maintenance, solar panel installation, arboriculture, electrification, water resource management)
- On-the-job training programs & internships
- Economic Development

**Using funding allocated through the Infrastructure Investment and Jobs Act (IIJA), Amtrak and the Baltimore-DC Building Trades Council will increase hiring and training to ensure that the Program creates opportunities for Baltimore residents. Amtrak is currently advancing its partnership with the Mayor's Office of Employment Development and The Baltimore Workforce Funders Collaborative to invest in the workforce development focus area as a part of the CIP.*

Focus Area #3: Parks and Recreation Facilities Projects



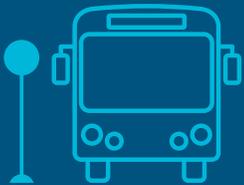
- Community parks and playgrounds
- Community center improvements
- After-school program & youth enrichment
- School athletic fields
- Emergency preparedness and shelters

Focus Area #4: Community Gardens/Greenspace Projects



- Urban farming, farmer's markets, public gardens
- Vacant lot rehabilitation and transformation
- Pocket Parks & Public Seating
- Open lot landscaping & beautification
- Community Clean-up (e.g., playgrounds, cemeteries, vacant lots)

Focus Area #5: Transportation/Transit Oriented Projects



- Bicycle/Pedestrian bridges, lanes, and corridor planning (ex. in coordination with the City of Baltimore Department of Transportation)
- Signage, Crosswalks, Bus Stop Improvements (ex. in coordination with the City of Baltimore Department of Transportation)
- Bicycle storage at public or community facilities
- Sidewalk improvements
- ADA accessibility enhancements

Focus Area #6: Historic Preservation Projects*



The ROD and the Programmatic Agreement between the FRA, Maryland Department of Transportation, Preservation Maryland and Amtrak requires Amtrak to establish a \$2.75M Preservation Grant Fund to provide direct financial assistance to individuals, organizations, and private developers toward Preservation Projects involving exterior stabilization, repair, restoration, and rehabilitation of individual historic properties and contributing elements of historic districts listed in or eligible for listing in the National Register of Historic Places.

Amtrak is in the process of identifying a fund administrator who will oversee the management of the Preservation Grant Fund, as well as the public application process, project awards, and all other related activities.

Section III. Types of Investments

The CIP will consist of two components: (1) Amtrak direct investments, engagements and/or work and (2) Amtrak grants awarded to qualified community organizations through a formal grant submission and award process.



Through the Duration of Program Design and Construction

Community Grants

Amtrak will be making community grants from the CIP Budget (Community Grants) to eligible organizations that meet the CIP Requirements. Community Grants shall only be made by Amtrak to eligible organizations, for eligible project capital and operating expenses, and to those projects located in eligible locations (see section IV).

Amtrak plans to launch its first round of Community Grants in late 2024.

At that time, Amtrak will advertise the launch of the Community Grant process when it issues a formal notice of funding opportunity (NOFO). The NOFO will be issued with sufficient time for interested parties to prepare and submit applications and required materials.

Amtrak will leverage various communications channels to publicize the NOFO, including the [Frederick Douglass Tunnel Program website](#), news media outreach, and social media posts. Amtrak will also promote the CIP at community outreach events and share this information with community organizations located in the Program area.

In addition to the NOFO, Amtrak will create and publicize a formal Community Grant application that lists the applicable CIP Requirements, general grant application and award process and timeline, application components and requirements, application evaluation criteria, required grant documentation, award of fund process, and compliance and reporting requirements. The Community Grant application and all related and supporting Community Grant documents and materials will be available to the community on the [CIP website](#) once the Community Grant portion of the CIP has been officially launched.

Amtrak will also publicize the availability of free Community Grant application writing workshops to assist organizations in completing applications. Amtrak believes that offering these workshops is an important step towards Amtrak's goal of removing barriers to submitting and completing the Community Grant application and providing funding into the impacted community.

Direct Investments

Another important component of the CIP involves Amtrak's commitment to consistently engaging and participating in communities directly impacted by the Program alignment by directly investing into the community.

The goal of an Amtrak direct investment is to facilitate infusing CIP funds into the community in situations where it otherwise could not be awarded via a Community Grant.

Under the CIP and outside of Community Grants, Amtrak can directly invest in a specific project or projects that an organization or the community cannot do because it does not have the internal resources and prior experience, or for some reason either cannot receive a Community Grant, manage a Community Grant and/or complete a project with the required administrative, reporting and compliance requirements of a Community Grant. In other words, the community or an organization cannot obtain a Community Grant, but the project otherwise meets the eligibility requirements of the CIP - Amtrak would step in and directly fund and manage the project.

Direct Investments still must meet all of the other CIP Requirements (eligible location and type of project).

Examples of direct investments includes:

- **An organization does not have the resources to manage and/or pay for a project that they have identified so a third party is required to perform/pay for the project:**

- Example (Community Development): A school would like to repair its playground structure which requires a specific type of contractor or vendor who can meet the unique needs of the school's request.
 - Amtrak constructs a playground for the school - Amtrak engages the contractor to build the playground, manages the contractor/project, pays the contractor directly and when the playground is completed, turns the "ownership" of the playground, as well as repair and maintenance responsibilities (and assigns any warranties) to the school.

- **An organization does not have the qualifications, capabilities, resources and/or administration to manage a subaward (grant) so Amtrak needs to directly pay for the project that they have identified:**

- Example (Open Space/Vacant Lots/Greenspace): A neighborhood association, that is not a qualified organization under the CIP, identifies a vacant lot in their community that is in desperate need of rehabilitation/creative placemaking, such as creating a community garden in this space.
 - Amtrak constructs a community garden for the organization - Amtrak engages the contractor to build the community garden, manages the contractor/project, pays the contractor directly and when the community garden is completed, turns the "ownership" of the community garden, as well as repair and maintenance responsibilities (and assigns any warranties) to the organization.

- **The community identifies something in the community that needs to be done that the City cannot prioritize and/or does not have the budget resources to focus on:**

- Example (Recs And Parks): The community advises Amtrak that a local park is in need of restoration and improvement and the City is not doing this work.
 - Amtrak can contract, pay for and perform this work for the community. This might require coordination with the City to accomplish.
- Example (Transportation): The community advises Amtrak that several local bus stops are missing benches or covered awnings (or they are damaged) and the City is not repairing them.
 - Amtrak can contract, pay for and perform this work for the community. This might require coordination with the City to accomplish.
- Example (Transportation): The community advises Amtrak a local school could really use a crosswalk to help with the pedestrian safety of arrival and dismissal.
 - Amtrak can contract, pay for and perform this work for the community. This might require coordination with the City to accomplish.

Amtrak has the sole authority and responsibility to make the final determination of the Direct Investments it will make as part of the CIP. Amtrak will publicize all Direct Investment awards on the [CIP website](#).

Section IV. CIP Requirements and Eligibility

Eligible Project Focus Areas

In order for Amtrak's CIP to comply with the ROD, all projects seeking Community Grant funding must meet the CIP Requirements. Each project's goals, outcomes, and intent to use CIP funding must focus on one of the CIP Categories.

With each proposed Community Grant and/or Direct Investment application review, Amtrak will, amongst other criteria, extensively review and analyze each project's stated purpose and supporting application materials to confirm the project's compliance with the CIP Requirements and the eligibility of the project for CIP funding.

Eligible Organizations

Only eligible groups or organizations that are legally formed, non-profit or city/state government agencies, in good standing, have an established history of performing work related to its grant request, and have local, municipal, or state standing based on relevant municipal or state regulatory oversight, without financial accounting or reporting lapses recorded with regulators, and with a record clear of any civil or criminal actions or penalties (the organization and the members of its controlling board as individuals) will be able to receive a Community Grant and/or Direct Investment under the CIP.

Additionally, eligible organizations receiving either a Community Grant or Direct Investment must not discriminate on the basis of race, religion, gender, sexual orientation, age, national origin, disability, or any other protected category under federal or state law as it pertains to hiring or the provision of services.

The following types of entities are examples of eligible applicants under the CIP:

- **Non-Profit 501c(3) Community Development Organizations:**
 - Local Development Organizations
 - Local Community or Neighborhood Organizations
 - Mission-Specific Non-Profit Organizations
- **Other Not-for-profit organizations as defined by the IRS code 501(c), including but not limited to:**
 - 501(c)(4) - Civic Leagues and Social Welfare Organizations
 - 501(c)(5) - Labor, Agricultural, and Horticultural Organizations
 - 501(c)(6) - Business Leagues, etc.
 - 501(c)(7) - Social and Recreation Clubs
 - 501(c)(13) - Cemetery Companies
 - 501(c)(19) - Veterans' Organizations
- **City and State Government Agencies directly related to the mission of the CIP:**
 - City of Baltimore (e.g., schools, libraries, park and recreational facilities, transportation)
 - State of Maryland (e.g., colleges, universities, vocational trade schools and training centers)
 - Workforce development entities

In each case, Amtrak will review and analyze each organization's credentials submitted as part of the Community Grant application to confirm the eligibility of each recipient or applicant.

Specifically, regarding Community Grants, small groups without formal legal standing seeking to fund low-cost projects that meet the CIP Requirements (e.g., gardens, bike racks, park benches) will need to submit its application

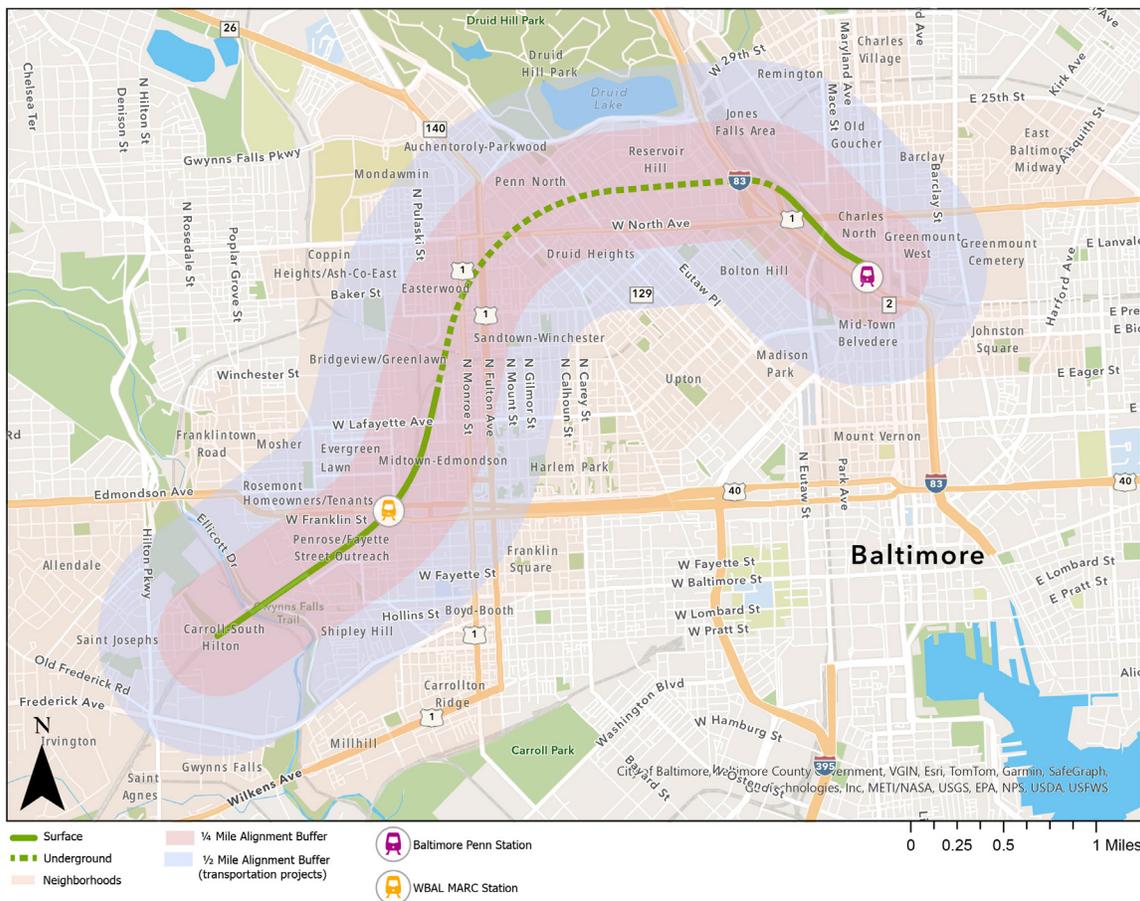
through eligible applicants that are established non-profit organizations with legal standing to submit a Community Grant application under the CIP or request a Direct Investment. To assist in facilitating such participation by smaller local groups, Amtrak will provide the names of eligible applicants (i.e., non-profit organizations) through which these small or informal groups may seek to submit Community Investment applications.



Eligible Locations

Projects eligible to receive Community Grants and Direct Investments under the CIP will be limited by geography. Eligible projects must be undertaken within one-quarter (1/4) mile of the Program alignment, except for transportation

improvement projects which may occur within one-half (1/2) mile of the Program alignment. The following map shows the geographical limit requirements of CIP eligible projects.



Projects eligible to receive CIP funding must be at least partially located within the list of communities below, which Amtrak has identified as the neighborhoods and communities where projects can be done that are eligible to receive Community Grants or Direct Investments:

Additionally, Amtrak will use several methods of determining geographical eligibility such as:

- Projects that serve community residents along the Program alignment
- Organizations and agencies that have an office located in the Program area
- Projects that have outcomes specifically impacting the Program alignment area in some way

Carroll - South Hilton	Bridgeview/Greenlawn	Barclay
Jones Falls Area	Mid-town Belvedere	Parkview/Woodbrook
Mondawmin	Madison Park	Midtown Edmondson
Penrose/ Fayette Street Outreach	Sandtown-Winchester	Charles North
Old Goucher	Shipleigh Hill	Reservoir Hill
Penn North	Remington	Harlem Park
Evergreen Lawn	Easterwood	Bolton Hill
Greenmount West	Rosemont Homeowners/ Tenant	Coppin Heights/Ash-Co-East
Druid Heights		

Section V. Next Steps: 2024 and Beyond

The CIP is a first initiative of its kind for Amtrak.

It is Amtrak's objective to make investments under the CIP that:

- Have a positive economic and environmental impact on the communities and residents impacted by the Program alignment;
- Provide job skills, workforce training, and workforce development to employ residents of West Baltimore; and
- Aim to provide the most benefit for the community impacted by the Program alignment through the funding of projects and initiatives in the focus areas most central to community strength, cohesion, economic success, health and well-being, and social equity.

In order for the CIP to be successful, Amtrak and the residents, elected officials, and community organizations in West Baltimore must work cooperatively and respectfully together to make this CIP a success for everyone.

To help achieve this goal, Amtrak has established a 4-point pledge to the West Baltimore community called Amtrak's CIP Commitments. These commitments serve as Amtrak's clear commitment and communication of what we will deliver and what the community can expect from Amtrak.



Amtrak's CIP Commitments

RESPECT	<ul style="list-style-type: none"> ■ Honor and celebrate the great work that is already being done within West Baltimore. ■ Listen to the community members, as lived experience is critical and valuable and cannot be found in any textbook. ■ Collaborate with established organizations with good track records and shared goals and commitments. ■ Partner with the City of Baltimore and Maryland State agencies and community organizations.
ENGAGE	<ul style="list-style-type: none"> ■ Solicit input from various key stakeholders within the community. ■ Identify and amplify the voices of historically marginalized communities typically ignored by previous public investment programs. ■ Encourage community engagement and involvement from impacted residents. ■ Leverage relationships with elected officials, and their platforms and outreach. ■ Invest not only through monetary investments, but also through authentic community engagement, hands-on volunteer time, and other non-financial means of community support.
ACCOUNTABILITY	<ul style="list-style-type: none"> ■ Contribute actual dollars to various projects and initiatives currently underway in the community. ■ Provide funding that welcomes innovation, latest ideas, and unique approaches. ■ Support local businesses, non-profits, and neighborhood associations through attainable community grant funding. ■ Maintain integrity and transparency of the ongoing CIP efforts by sharing CIP information and updates via the Program website, social media, and various news and media platforms.
TRANSPARENCY	<ul style="list-style-type: none"> ■ Be forthcoming, open, and honest throughout the CIP and all its stages of development and implementation. ■ Continue to share all CIP updates and relevant materials in public forums at all community events. ■ Publicly announce Community Grants awarded and Direct Investments made by Amtrak. ■ Share CIP progress and updates along the way through timely and formal reporting.

Section VI. Stay Connected

As we continue to develop and prepare to launch the CIP, we encourage you to stay informed and receive the latest CIP related information and updates. Here's how:

- Visit our website

 fdtunnel.com

- Follow us on social media

 [@FDTunnel](https://www.instagram.com/FDTunnel)

 [Frederick Douglass Tunnel Program](#)

- Subscribe to receive email updates or join our outreach mailing list by scanning the QR code!



- Stay in touch by attending community events and reading our Frederick Douglass Tunnel Program Quarterly Newsletters!



- Look out for informational flyers at these identified locations within the community!

Enoch Pratt Library -
Pennsylvania Avenue Branch

Enoch Pratt Library -
Edmondson Avenue Branch

Perkins Square Baptist Church

New Song Learning Center

Harlem Park Recreation Center

Impact Hub Baltimore

No Boundaries Headquarters
(1505 Eutaw Place, Suite 101)

No Boundaries,
Fresh at the Avenue
(1700 Pennsylvania Avenue)

- Email us with your questions

 fdtunnel.cip@amtrak.com

- Call us

 (443) 423-1115

