



URA ADMINISTRATIVE FEE SCHEDULE

For Grants

Effective January 10, 2019

The Urban Redevelopment Authority of Pittsburgh (URA) Board of Directors in January 2019, adopted a fee schedule applicable in any case where the URA serves as the grantor or the applicant for grants. The fee is intended to help cover certain administrative costs incurred by URA. These costs include obtaining public approvals, requisitioning/disbursement of funds and complying with regulatory requirements on behalf of the sub-grantee.

In order to recover some of these associated costs, the URA will apply a 2% flat fee^{1,2} based on the grant awarded³, along with an application fee.

In addition to the above flat fee, the URA will charge an application fee between \$250 and \$1,000, depending on the nature of the application, for cost recovery related to writing, compiling, and/or submitting grant applications on behalf of an applicant.

This fee policy will not apply to URA finance programs with existing program guidelines, for which fee policies currently exist. In addition, the administrative fee schedule does not include related legal, audit or inspection fees incurred by the URA.

Note: For Pennsylvania Redevelopment Assistance Capital Program (RACP) grants only, the fee will equal the greater of the amount calculated according to this schedule or a minimum of \$10,000.

¹ The URA, at the discretion of the Executive Director, reserves the right to deviate from the administrative fee schedule based on anticipated URA grant management workload.

² When the City of Pittsburgh is the sub-grantee, the RACP grant fee will be \$5,000 per grant.

³ This rate increase will go into effect for any grant facilitation where the subgrantee has not entered into a subgrant agreement with the URA as of 1/10/2019, regardless of when the grant was awarded.