



Public Works Grants

Guidelines and Application

July 2010

For More Information Contact:

Richard Walsh
Iron Range Resources
Community Development Division
4261 Hwy 53 South
P.O. Box 441
Eveleth, Minnesota 55734-0441

218-735-3044
1-800-765-5043 Ext. 3044
218-735-3046 (Fax)
Dick.Walsh@state.mn.us
www.ironrangeresources.org

PURPOSE

The Public Works Grants program provides funds for cities and townships that can be used specifically for infrastructure, site work, or healthcare capital projects that support community and economic development.

I. APPLICANT ELIGIBILITY

Eligible applicants include cities, townships, airport authorities, and hospital boards and commissions in the region statutorily defined as the Taconite Assistance Area (TAA) M.S. §273.1341. A non-profit organization, utility, department, board or other public entity may apply through the city or township in which it is located.

II. PROJECT ELIGIBILITY

Eligible projects are publicly owned infrastructure to a development or a potential development including water, sewer, utility extensions, site improvements, and streets; shovel ready upgrades and repairs to water & sewer systems, healthcare capital projects; and airport projects that support community and economic development. Shovel ready upgrades and repairs to water & sewer systems must start construction by December 31, 2010

III. FUNDING

The Public Works grant program is funded at \$4,000,000 for the FY2011 cycle. It is the intent of Iron Range Resources to limit grant awards to a maximum of \$300,000; however, the agency reserves the right to grant awards higher than this amount should circumstances warrant.

IV. EVALUATION AND CRITERIA

(A) ECONOMIC IMPACT – *Priority #1*

The proposed project should demonstrate its economic impact in the following areas:

- Adding new development
- Attracting essential services
- Attracting future development
- Attracting new investment to the area
- Broadening the local tax base
- Supporting smart growth and sustainable communities
- Correcting a water or sewer violation that is a health/safety issue or an issue that prevents capacity building
- Creating new permanent jobs or construction jobs
- Financial sustainability of the project
- Removing barriers to economic growth
- Preserving lands necessary to sustain current and future mining

(B) JOBS CREATED – Priority# 2

Provide the number of FTE construction jobs created by the completion of the proposed project and the estimated construction payroll.

Provide the number of FTE permanent jobs created or retained with the completion of the proposed project with the estimated wages for the specific type of jobs.

(C) LEVERAGE – Priority #3

Iron Range Resources funds must be leveraged by a minimum of 1:1 from other funding sources. Development costs are part of the leverage and should be included in the budget on page 5.

(D) PROJECT READINESS – Priority #4

The project should be ready for construction within a year after the grant award. Provide a statement relating to the timely and successful implementation of the project and a statement certifying that all financing is in place. Shovel ready upgrades and repairs to water & sewer systems must start construction by December 31, 2010

(E) NEED – Priority #5

Provide information about the need for Iron Range Resources' funding by addressing the following:

- Describe how this project will eliminate barriers to growth
- To what extent does the project increase the capacity of existing resources
- What will be the long-term outcomes of this project in social, economic, civic or environmental impact
- Who will benefit and how many people will be served or impacted

V. INELIGIBLE PROJECTS

Ineligible projects include government buildings and related infrastructure; general upgrades and maintenance to water, sewer or waste treatment systems unless they are shovel ready; site work including lights, curbs, sidewalks and paving of parking lots; recreation; electrical distribution systems; industrial park infrastructure without a business commitment or interest; and housing infrastructure without a developer. Administrative costs, including grant writing expenses, are ineligible under this program.

VI. APPLICATION PROCESS

Once an applicant has reviewed the eligibility, identified needs, structured a project, demonstrated ability to meet the criteria and secured all necessary local authorizations, an application must be submitted to Iron Range Resources. Application forms are available on line at: www.ironrangeresources.org.

All projects submitted for funding are evaluated on an individual basis. Applications are reviewed by internal staff and the Commissioner's Office. **Project funding is subject to Commissioner, Board and Governor Approval.** Projects are reviewed as to how well they address the outlined criteria which are addressed in Section IV., Evaluation and Criteria. Multiple applications from a single entity must be prioritized by the applicant.

Completed applications are due at the Iron Range Resources by July 30, 2010. Information in the application may become public data according to Minnesota Government Data Practices Act, Minn. Stat.Ch.13. **Business plans and associated documentation are not public data and will remain confidential.** Grant awards are expected in August 2010.

If you are successful in receiving a grant, outcomes and reporting requirements will be specified in the Grant Agreement.

The application must include:

1. A completed Application Cover Sheet, page 4.
2. A narrative description that defines how the project meets the Economic Impact, Jobs Created, Leverage, Project Readiness and Need criteria as described in Section IV. More than one narrative may be included per page.
3. A Project Budget and Timetable, page 5.
4. A developer's business plan with a history of the business, past projects, resume of the principals, description of the essential services, estimated new tax base, financial projections for at least two years, drawings and cost estimates, description of the green aspects of the project and a letter of intent from the lending institution for the development.
5. Engineering cost estimates and maps.
6. A recent market study for housing developments.
7. Other exhibits, reports or studies that support the application.
8. A copy of the city or township resolution of project approval that also authorizes this application to be submitted to Iron Range Resources. A sample resolution is included on page 6.

Public Works Infrastructure Grants

Application Cover Sheet

Date Submitted: _____

Project Priority Number (if applicable): _____

Project Description: _____

Applicant's Legal Name: _____

Address: _____

Contact Person: _____

Title: _____

Phone #'s: Office _____

Cell: _____

Fax: _____

Email Address: _____

SIGNATURES

I declare that any statement in this application, or information provided herein is true and complete to the best of my knowledge and hereby acknowledge that I have read and understand the following statement:

"The State of Minnesota and its agents have the right to verify information provided in this application. False information, in addition to disqualifying the applicant from future consideration for financial assistance, may also subject the applicant to the penalty provision of M.S. §609.645."

Applicant: _____

By: _____ Title: _____ Date: _____

Attest: _____ Title: _____ Date: _____

Project Budget and Timetable

USES	SOURCES (Be Specific)						
Detailed Project Costs	Applicant	IRR	Other	Other	Other	In-kind	Total
Development							
Infrastructure							
Site work							
Other:							
Estimated Project Costs							

Timetable

Please indicate anticipated dates for the following actions:

ACTIONS	DATE
Commencement of engineering:	
Bid Opening:	
Commencement of Construction:	
Completion of Project:	

CITY OR TOWNSHIP OF _____, MINNESOTA
RESOLUTION NO. _____

STATE OF MINNESOTA)
COUNTY OF _____)
CITY OR TOWNSHIP OF _____)

**RESOLUTION AUTHORIZING THE CITY/TOWNSHIP (OFFICIAL) TO MAKE
APPLICATION TO THE IRON RANGE RESOURCES PUBLIC WORKS (FY10)
GRANT PROGRAM FOR
(NAME OF PROJECT)**

WHEREAS THE City Council or Township Board approves of the above application because it supports community and economic development.

NOW THEREFORE BE IT RESOLVED that the City Council or Township Board of _____, Minnesota does hereby adopt this resolution.

Upon vote taken thereon, the following voted:

For:

Against:

Whereupon said Resolution No. _____ was declared duly passed and adopted this
_____ day of _____.
Month/Year

Mayor or Chairman

Attest: _____
City or Township Clerk