



## Commercial Redevelopment

The Commercial Redevelopment Grant Program assists cities, townships and counties in demolishing dilapidated commercial or industrial buildings and cleaning up brownfields located within the agency's service area. Redevelopment of previously used commercial sites into viable development sites as well as the removal of blighted and unsafe buildings is essential to the vitality and economy of the region.

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**Eligible Applicants:** Cities, townships, counties and tribal units of government. Multi-organization collaboration is welcome.

**Funding:** The Commercial Redevelopment Grant Program is funded at \$800,000 for FY 2018. The maximum grant award is \$200,000.

- The agency requires a 2:1 match per project.
- Projects must be planned to be completed within 12 months of award.

### **Evaluation Criteria (be sure to address in the project narrative):**

1. Economic impact – new development – 55%
  - Enables new development (agreement in place for new development)
  - Potential for new development (no agreement in place)
  - Permanent job creation and wages
  - Total project investment
2. Project readiness and timeliness – 18%
  - Date of anticipated demolition
  - Project financing is in place
3. Removes blight – 9%
4. Aligns with community's comprehensive plan – 9%
5. Program funding has not been awarded in the past two fiscal years – 9%

Alternative scoring for projects with urgent health and public safety concerns:

1. Unanticipated urgent health and public safety concerns – 73%
  - Location is immediate risk to community
  - Degree of safety concerns

### **Application Process and Review:**

- Applications will be accepted beginning July 3 through July 28, 2017. All eligible applications received during this time period will be reviewed and grants may be awarded to the most competitive applications based on criteria established by the agency. Application submitted after July 28 through the end of the fiscal year (June 30, 2018) may be awarded funding on a rolling basis subject to the availability of remaining program funds.
- All applications are evaluated and scored on an individual basis.
- Applications are reviewed by the agency's Grant Team.
- Project funding is subject to Commissioner final approval. Project must be determined to meet objectives, priorities and policies established by the Commissioner.

### **Application Checklist:**

- Project Narrative – MUST address:**
  - Project description as it relates to evaluation criteria (please see evaluation criteria above)
  - How matching fund requirements will be met
- Engineering Estimates**
- [Resolution](#) authorizing applicant to apply for and accept funds**
- Pre-demolition photographs**
- Document of compliance with Minnesota Historical Society procedures for treatment of historical sites (if applicable)**
- Any other documentation to support the application**

### **Other Important Information:**

- Demolition CANNOT BEGIN prior to execution of grant contract.
- Upon receiving a grant award, if the project is under \$100,000, two (2) written quotes are required. If the project is over \$100,000, it must be publicly bid. Contractor is required to be licensed and insured.
- If a grant is awarded, the grantee may be required to make available additional documentation to include the MPCA Intent to Demolition Form, utilities disconnect form, assurance of hazardous waste removal, current tax statement for property, and commitment letter for matching funds.
- If the grant period exceeds 12 months, a progress report will be required.
- A final report is required before final payment including photographs of restored site, job creation and/or retention and matching funds.
- **Project information is subject to Minnesota Data Practices Act, Minnesota Statute Chapter 13.**