

CanRenew Community Restoration Grant Request for Proposal Cover Sheet

Applicants should review the full RFP before submitting an application.

Topic	Description	RFP page number
Overview, grant description, and purpose	The CanRenew community restoration grant funds organizations that invest in communities where long-term residents qualify as social equity applicants. The program aims to reverse harms from cannabis prohibition through community-led investments that support economic development, social determinants of health, violence prevention, youth development, and civil legal aid. Grants prioritize organizations with strong community support and demonstrated success in community investment.	Page 6 (RFP part 1: Overview, Grant overview)
Eligible applicants	Eligible applicants include educational institutions, nonprofit organizations, federally recognized Tribes, private businesses, community groups (with a fiscal sponsor), units of local government, or partnerships among these entities. Applicants must be capable of investing in communities where long-term residents are eligible social equity applicants (per Minn. Stat. 342.70), must be registered and in good standing, and must demonstrate organizational capacity and community support. Subawards are not allowed; fiscal sponsors may only manage funds, not perform project tasks.	Page 7-8 (RFP part 1: Overview, Eligibility)
Eligible/ineligible projects	Eligible projects must make community investments supporting development, safety, stability, youth development, economic empowerment, and social determinants of health. Projects may provide training or resources to individuals but cannot use grant funds to start, operate, or expand a business. Revenue-generating or entrepreneurial activities are not eligible.	Page 7-8 (RFP part 1: Overview, Eligibility) Page 8-11 (RFP part 1: Overview, Priorities)

Amount available, award amounts, and key funding items	Total estimated funding: \$10.9 million. Estimated award minimum: \$50,000 Estimated award maximum: \$2,000,000 Estimated number of awards: 15–50 Applicants selected for funding must undergo a preaward risk assessment. Conflict of interest disclosures are required for applicants and reviewers. <i>Costs may only be incurred after the grant agreement has been fully executed and signed by all required parties.</i>	Page 6 (RFP part 1: Overview, Funding availability) Page 14 (RFP part 3: Application review process, Conflicts of interest) Page 15 (RFP part 4: Award requirements and grant management responsibilities, Preaward risk assessment and financial review)
Application timelines	Applications open: Oct. 22, 2026 Questions due: Dec. 8, 2026 (4:30 p.m. CST) Applications due: Dec. 15, 2026 (4:30 p.m. CST) Committee review begins: Jan. 4, 2027 Preaward risk assessments for selected applicants: Feb. 22, 2027 Selected grantees announced/negotiations begin: Estimated May 24, 2027 Work plans approved and grant begins: Estimated June 30, 2027	Page 6 (RFP part 1: Overview, Timeline) Page 14 (RFP part 3: Application review process, Timeline)
Application format	Applications must be submitted via the online application. Review the questions beforehand in Appendix A - Application questions. Required attachments include: • Form B - Work Plan and Budget • Form C - Affidavit of Non-Collusion • Form D - Certification of No Disqualifying Convictions • Form E - Required Nonprofit Grantee Documents as Applicable • Form F - For-Profit Required Documents, Lien Disclosure, and Certification • Form G - Capacity Responses • Form H - Certification of Not Suspended or Debarred by the State of Minnesota or the Federal Government • Form I: Disclosure of Sanctions Accessible formats available upon request.	Page 12-13 (RFP part 2: Submission)

Questions, technical assistance, contact information	All questions must be submitted to grants.ocm@state.mn.us. Responses to questions will be posted on the CanRenew webpage (mn.gov/ocm/development/grants/canrenew). Applicants are encouraged to attend information sessions; dates and details will be posted on the webpage.	Page 12 (RFP part 1: Overview, Questions, technical assistance and information sessions)
Grant implementation requirements	Key requirements include: • Preaward risk assessment for organizations and fiscal sponsors • Grant agreement • Annual and quarterly reporting (initial report plus four quarterly progress reports) • Monitoring visits and financial reconciliations • Reimbursement-based payment unless advance is approved • Compliance with procurement rules, affirmative action, nondiscrimination, ADA, reporting, and budgeting requirements. • Administrative costs capped at 10%. • No subawards. Contractors allowed only as fee-for-service. Grant policies available at: https://mn.gov/grants/grants-management/policies/	Page 15-22 (RFP part 4: Award requirements and grant management responsibilities)



CanRenew Community Restoration Grant Request for Proposal (RFP) FY 2027

Oct. 22, 2026

To obtain this information in a different format, contact grants.ocm@state.mn.us.

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RFP part 1: Overview

Grant overview

- Grant name: CanRenew Community Restoration Grant
- Webpage: mn.gov/ocm/development/grants/canrenew
- Open for applications: Oct. 22, 2026
- Application due date: Dec. 15, 2026

Established by [Minnesota Statutes, section 342.70](#), the Office of Cannabis Management's (OCM) CanRenew community restoration grant program funds eligible organizations that invest in communities where long-term residents are eligible to be social equity applicants. These communities faced significant challenges under previous cannabis prohibition policies, which negatively impacted their economic and social landscapes. The CanRenew grant program prioritizes projects that demonstrate community support and are led by organizations with a history of successful community investment, including projects that support youth development. Grants are awarded through a competitive process.

Funding availability

- Estimated amount to grant: \$10.9 million
- Estimated award minimum: \$50,000
- Estimated award maximum: \$2,000,000
- Estimated number of awards: 15-50

Funding will be allocated through a competitive process. If selected, you may only incur eligible expenditures when the grant agreement is fully executed, and the grant has reached its effective date.

Project dates

Estimated: June 30, 2027 – June 30, 2028

Timeline

- **RFP posted on the OCM website:** Oct.22, 2026
- **Questions due:** No later than 4:30 p.m. CST on Dec. 8, 2026
- **Applications due:** No later than 4:30 p.m. CST on Dec. 15, 2026
- **Committee begins review of applications:** Jan. 4, 2027
- **Selected applicants undergo preaward risk assessment:** Feb. 22, 2027
- **Selected grantees announced; grant agreement negotiations begin:** Estimated May 24, 2027
- **Work plans approved and grant begins:** Estimated June 30, 2027

Eligibility

Applicants must conform to all instructions, conditions, and requirements included in this RFP. The applicant must submit all items on the attached checklist for the application to be considered complete. RFP responders are expected to examine all documentation and other requirements. Failure to observe the terms and conditions in the completion of the proposal is at the responder's risk and may result in disqualification of the proposal.

Applicants must meet the eligibility requirements to be considered for this grant opportunity. Per [Minnesota Statutes, section 342.70](#), to be considered for this grant opportunity, applicants must be capable of making an investment in a community where long-term residents are eligible to be social equity applicants. Although business startups may positively impact social equity applicants, CanRenew cannot be used for this purpose. **Projects may provide training, guidance, or resources to individuals, but grant funds *cannot* be used to start, operate, or expand a business. Revenue-generating or entrepreneurial business activities are not eligible for funding.** Applicants whose primary goal is to secure funding for their own business should not apply.

Eligible applicant organizations include educational institutions, nonprofit organizations, federally recognized Tribes, private businesses, community groups, units of local government, or partnerships among these entities and must meet the following eligibility criteria to be considered for funding under the CanRenew community restoration grants.

Eligibility definitions

- **Organization registration:** As applicable, applicant organizations and their partners must be registered in good standing with the Minnesota secretary of state and the Internal Revenue Service (IRS).
- **Nonprofit organizations:** Must be registered as a 501(c)(3) or 501(c)(4) and, if applicable, be current with required audits and Attorney General's Office registration (Laws that Govern Charitable Organizations).
- **For-profit businesses:** Must have an active registration with the Minnesota secretary of state.
- **Federally recognized Tribes:** Must provide documentation of Tribal governance authority, such as a resolution or letter of authorization from the Tribal Council approving participation in the program. Tribal entities or departments (e.g., Tribal colleges, agriculture divisions) may apply on behalf of the Tribe with appropriate documentation of authority.
- **Municipalities:** Must be a city, county, or local government entity in the state of Minnesota and demonstrate the ability to administer and manage community investment grants effectively. Documentation of legal status and governing body must be provided.
- **Unincorporated community groups:** Must partner with an eligible fiscal sponsor to apply.
- **Partnerships between organizations:** Must partner with an eligible fiscal sponsor to apply and clearly describe each partner's roles, responsibilities, and contributions. A signed letter of agreement or memorandum of understanding must be provided for each partner whose role is material to the work plan.

- **Organizational capacity:** Eligible organizations must demonstrate the ability to effectively administer a project supporting community reinvestment, particularly impacting individuals who've been harmed by cannabis prohibition. Applicants must provide evidence of community support for the project as well as past success in administering similar projects (with or without government funding). The award is contingent on maintaining partnerships that are named and essential to project completion. If an essential partner withdraws, the applicant must notify the granting agency immediately. Any change must be mutually agreed upon by the parties, documented, and approved by the granting agency through a formal amendment.
- **Fiscal sponsor:** A fiscal sponsor is the entity responsible for receiving and disbursing the grant funds on behalf of another organization, a community group, or partnership between organizations. The fiscal sponsor must satisfy all registration requirements outlined above. Please note that the grant agreement is non-transferable, meaning it cannot be transferred to another entity after the grant is awarded. If the relationship between the fiscal sponsor and organization(s) or group(s) carrying out the work is discontinued, the grant agreement will be terminated. Unlike a subaward, a fiscal sponsor does not carry out project tasks or activities and only manages the financial aspects of the grant. The operating entity, community group, or partnership remains fully responsible for completing the project as outlined in the proposal.
- **Subawards:** Subawards are not permitted. This means that applicants cannot pass part of the grant funds onto another organization (sub-recipient) to carry out project tasks or activities. The applicant organization must directly carry out the project or activity outlined in their proposal. Consultants and contractors may be engaged for specific services or tasks if they are clearly outlined in the approved work plan and budget. These contractors and consultants are not considered sub-recipients, as they are paid for their services rather than being responsible for completing a portion of the overall project work.

Priorities

Per [Minnesota Statutes, section 342.70](#), CanRenew focuses on revitalizing geographic communities where long-term residents are eligible to be social equity applicants. The definition of a "social equity applicant" includes individuals adversely affected by previous cannabis enforcement, including but not limited to residents of heavily policed communities, individuals or certain relatives who have faced cannabis-related legal actions, military service members affected by cannabis-related infractions, and residents of at least five years in a low-income area. For more detailed information on the qualifications of a social equity applicant, please refer to [Minnesota Statutes, section 342.17](#).

The CanRenew program is committed to fostering the development of community resources that support the recovery and empowerment of these communities through targeted funding for projects. These projects aim to enhance economic development, improve social determinants of health, support violence prevention, foster youth development, or provide civil legal aid per [Minnesota Statutes, section 342.70](#).

OCM seeks to fund organizations that are actively involved in initiatives that break down systemic barriers and create opportunities for substantial and sustainable community investments. These efforts recognize the resilience and potential of these communities to thrive with adequate support and resources. Grantees will be responsible for using grant funds to make investments in communities identified as having long-term residents who are eligible social equity applicants.

OCM's Division of Social Equity, part of the office's Division of Community and Economic Development, which administers the CanRenew program, upholds three overarching priorities: community development, safety, and stability.

1. **Community development:** Community development projects can promote economic growth, workforce development and community engagement while helping to foster a revitalization of communities disproportionately affected by cannabis prohibition. These goals are achieved with targeted reinvestment and improvements in socioeconomic conditions.
2. **Safety:** Projects that promote safety may increase physical and emotional safety, reduce crime, and build trust with law enforcement. This may be accomplished through regulatory compliance, education, enforcement and youth development programs.
3. **Stability:** OCM wants to ensure long-term social and economic stability for vulnerable communities with the projects that receive funding. The Division of Community and Economic Development promotes a fair marketplace for social equity applicants through equitable lending and training, while building mutual trust and an independent, sustainable funding ecosystem. Projects focusing on economic development, improving social determinants of health, violence prevention, youth development and re-entry programs, including job placement and civil legal aid will be considered for a CanRenew grant.

Target population and equity

In awarding grants, priority must be given to organizations serving individuals who may qualify as social equity applicants, as defined by [Minnesota Statutes, section 342.17](#). The following criteria are used to establish an individual's social equity status. The individual:

- Was found delinquent for, received a stay of adjudication for, or was convicted of an offense involving the possession or sale of cannabis or marijuana prior to May 1, 2023.
- Had a parent, guardian, child, spouse, or dependent convicted of an offense involving the possession or sale of cannabis prior to May 1, 2023.
- Was a dependent of someone convicted of an offense involving the possession or sale of cannabis prior to May 1, 2023.
- Is a military veteran, including service-disabled veterans, or current/former members of the National Guard.
- Is a military veteran or National Guard member who lost honorable status due to an offense involving the possession or sale of cannabis.
- Has been a resident for the past five years in areas:
 - That experienced a disproportionately large amount of cannabis enforcement as determined by a report based on federal or state data on arrests or convictions.
 - Where the poverty rate was 20% or more.
 - Where median family income did not exceed 80% of the statewide median family income (or if in metropolitan area median did not exceed the greater of 80% of the statewide median family income or 80% of the median family income for that metropolitan area).
 - Where at least 20% of households received Supplemental Nutrition Assistance Program (SNAP) benefits.
 - Where the population has a high level of vulnerability, according to the Centers for Disease Control and Prevention's Social Vulnerability Index.
- Has participated in farm operations for at least three years, providing the majority of day-to-day labor and management on a farm with gross sales between \$5,000 and \$100,000 in the previous year.

Additional priority considerations

- **Proven track record of community investment:** Organizations with a demonstrated history of successful community investments, especially in eligible communities.
- **Community support for the proposed investment:** Community investment projects are most successful when the project has strong community support. Applicants are strongly encouraged to provide letters of support from collaborators, community partners, program participants, or similar entities/community members who can speak to the value of the proposed work and your organization's capacity to achieve its goals.
- **Support for youth civic engagement, leadership, and/or youth-led health education opportunities:** In accordance with [Minnesota Statutes, section 342.70, subdivision 3\(d\)\(2\)](#), projects with a youth engagement component will be prioritized.
- **Past performance:** In accordance with [the Minnesota Department of Administration, Office of Grants Management Policy 08-13](#), past performance on awarded and closed Minnesota state grants will be considered when evaluating proposals for future grants.
- **Statewide geographic coverage:** OCM seeks to ensure reinvestment in eligible communities across all regions of Minnesota.
- **Leveraging nonstate funds and in-kind contributions:** Applications may be strengthened by including matching funds such as nonstate funds, private donations, or partnerships that enhance the sustainability of the proposed services.
- **Cost-effectiveness and sustainability:** Successful applications will demonstrate cost-effective planning and a sustainable financial model. Preference will be given to organizations that show a clear budget for the proposed services, including plans for long-term support.

It is the policy of the state of Minnesota to ensure fairness, precision, equity and consistency in competitive grant awards. This includes implementing diversity and inclusion in grant-making. [Office of Grants Management \(OGM\) Policy 08-02: Rating Criteria for Competitive Grant Review](#) establishes the expectation that grant programs intentionally identify how the grant serves diverse populations, especially populations experiencing inequities or disparities.

Collaboration

Collaboration is not required for this grant, but applicants are encouraged to consider partnerships that enhance the effectiveness of the project and maximize its impact. The proposal must identify a lead fiscal sponsor who will be responsible for administering the grant. If collaboration is included in the application, applicants must clearly describe the roles and responsibilities of each partner organization and explain how the collaboration will benefit social equity communities.

When partnerships and significant contracted work are included, the application must describe each contractor and partner's roles, responsibilities, and contributions. A signed letter of agreement or memorandum of understanding must be provided for each partner whose role is material to the work plan.

The award is contingent on maintaining partnerships that are named and essential to project completion. If an essential partner withdraws, the applicant must notify the granting agency immediately. Any change must be:

- Mutually agreed upon by the parties.
- Documented.
- Approved by the granting agency through a formal amendment.

Partners may not receive subawards. Any financial relationship must be structured as:

- Fiscal sponsorship agreements
- Contractor agreements
- Consultant services
- Uncompensated/in-kind partnership contributions

All partners involved in project delivery are subject to risk assessment consistent with OGM guidelines.

Subawards and subgrantees

Subawards are not permitted. Applicants may not pass grant funds to another organization to perform a portion of the project scope as a subrecipient. The applicant (or its fiscally sponsored operating entity) must directly perform all project tasks outlined in the approved work plan.

Contractors, consultants, and procurement

Contractors and consultants may be engaged for specific services. Contractors may be included as long as:

- The contractor relationship is documented as fee-for-service, not delegated project responsibility.
- The contractor performs discrete, specialized services, not a portion of the programmatic outcomes.
- The contractor is clearly named in the application, and the work is included in the approved work plan and budget.
- A contract or letter of engagement is executed before work begins.

In accordance with state guidance, competitive bidding is not required for contractors named in the application and pre-approved in the award documents. However:

- Contractors added **after the award** must follow applicable procurement requirements.
- Contractors must remain in good standing with the Minnesota secretary of state and not be [suspended or debarred vendors](#).

Selection criteria and weight

The review committee will be reviewing each applicant on a 100-point scale. A standardized scoring system will be used to describe how the applicant will be rated on the various criteria and used by reviewers to determine the extent to which the applicant meets the criteria.

CanRenew has the following weighted criteria in measurable outcomes and in reaching diverse populations:

- Project design, methods, and workplan (up to 25 points)
- Organization capacity and relevant experience (up to 25 points)
- Diverse outreach, community engagement, and community partnerships (up to 25 points)
- Performance, evaluation, and reporting (up to 10 points)
- Budget and matching (up to 15 points)

Questions, technical assistance and information sessions

All questions regarding this RFP must be submitted by email to grants.ocm@state.mn.us. Questions and answers will be posted within 10 business days of receipt on the [CanRenew webpage](#).

All prospective applicants are encouraged to attend a virtual information session hosted on Teams; visit [CanRenew webpage](#) for links to register. If you are unable to attend, responses to common questions will be posted on the Frequently Asked Questions section of the [CanRenew webpage](#).

Information sessions will take place at the following times:

- Thursday, Nov. 5, 10-11 a.m.
- Friday, Nov. 20, 1-2 p.m.
- Monday, Dec. 7, 1-2 p.m.

RFP Part 2: Submission

Applications must be received via the [CanRenew Community Restoration Grant Application](#) no later than 4:30 p.m. CST, on Dec. 15, 2026. Late applications will not be accepted.

Application content

You must submit the following for the application to be considered complete:

1. [Online application](#)
2. [Appendix A - Application questions](#)
3. [Form B - Work Plan and Budget](#)
4. [Form C - Affidavit of Non-Collusion](#)
5. [Form D - Certification of No Disqualifying Convictions](#)
6. [Form E - Required Nonprofit Grantee Documents as Applicable](#)
7. [Form F - For-Profit Required Documents, Lien Disclosure, and Certification](#)
8. [Form G - Capacity Responses](#)
9. [Form H - Certification of Not Suspended or Debarred by the State of Minnesota or the Federal Government](#)
10. [Form I: Disclosure of Sanctions](#)

Incomplete applications will be rejected and not evaluated. Applications must include all required application materials, including attachments. Do not provide any materials that are not requested in this RFP, as such materials will not be considered nor evaluated.

OCM reserves the right to reject any application that does not meet these requirements.

By submitting an application, each applicant warrants that the information provided is true, correct, and reliable for purposes of evaluation for potential grant award. The submission of inaccurate or misleading information may be grounds for disqualification from the award and may subject the applicant to suspension or debarment proceedings and other remedies available by law.

All costs incurred in responding to this RFP will be borne by the applicant.

Accessibility and accommodations

OCM is committed to making the grant application process accessible to all potential applicants. If you require accommodations to participate fully in this process, please contact us at grants.OCM@state.mn.us.

We are prepared to provide the following accommodations:

- **Alternative formats:** Application materials in large print, audio, electronic, or other formats.
- **Mailed application:** Acceptance of mailed applications.
- **Language assistance:** Translation and interpretation services for non-English speakers.
- **Assistance with submission:** Support with submitting your application, including help with online forms or technical issues.
- **Additional support:** Other reasonable accommodations needed to ensure full participation.

Please notify us as soon as possible of any accommodation needs so we can best support you throughout the application process. Please note that an extension to the due date and time is not an option.

RFP Part 3: Application review process

Review process

Funding will be allocated through a competitive process with review by a committee representing content and community specialists with regional knowledge. The review committee will use the point scale provided above to evaluate all eligible and complete applications received by the deadline. Reviewers will meet and discuss the proposals and then put forth their recommendations. OCM will make the final funding decisions and award notification will be emailed to applicants. The award decisions of OCM are final and not subject to appeal. OCM reserves the right to change the amount awarded to any selected project.

Timeline

- **RFP posted on the OCM website:** Oct. 22, 2026
- **Questions due:** No later than 4:30 p.m. CST on Dec. 8, 2026
- **Applications due:** No later than 4:30 p.m. CST on Dec. 15, 2026
- **Committee begins review of applications:** Jan. 4, 2027
- **Selected applicants undergo preaward risk assessment:** Feb. 22, 2027
- **Selected grantees announced; grant agreement negotiations begin:** Estimated May 24, 2027
- **Work plans approved and grant begins:** Estimated June 30, 2027

Conflicts of interest

State grant policy requires that steps and procedures are in place to prevent individual and organizational conflicts of interest, both in reference to applicants and reviewers per [Minnesota Statutes, section 16B.98, subds. 2-3](#) and [OGM Policy 08-01 Conflict of Interest in State Grant-Making Policy](#).

Organizational conflicts of interest occur when:

- A grantee or applicant is unable or potentially unable to render impartial assistance or advice to the state agency due to competing duties or loyalties.
- A grantee or applicant's objectivity in carrying out the grant is or might be otherwise impaired due to competing duties or loyalties.

In cases where a conflict of interest is in question or disclosed, the applicants or grantees will be notified and actions may be pursued, including but not limited to, revising the grant work plan or grantee duties to mitigate the risk, requesting the grant applicant to submit an organizational conflict of interest mitigation plan, disqualification from eligibility for the grant award, amending the grant, or termination of the grant agreement.

Public data

Per [Minnesota Statutes, section 13.599](#):

- Names and addresses of grant applicants and amount requested will be public data once proposal responses are opened.
- All remaining data in proposal responses (except trade secret data as defined and classified in [M.S. § 13.37](#)) will be public data after the evaluation process is completed. For the purposes of this grant, data will be considered public when all the grant agreements have been fully executed.
- All data created or maintained by OCM as part of the evaluation process (except trade secret data as defined and classified in [M.S. § 13.37](#)) will be public data after the evaluation process is completed. For the purposes of this grant, data will be considered public when all the grant agreements have been fully executed.

RFP Part 4: Award requirements and grant management responsibilities

Preaward risk assessment and financial review

In accordance with [Minnesota Statutes, section 16B.981](#) and [OGM Policy 08-06: Preaward Risk Assessment of Potential Grantees](#), it is required to consider a grant applicant's past performance and financial and operational capacity before awarding grants of \$50,000 or more. Granting agencies will request, review, and analyze information, including Exhibits as referenced in this RFP, as applicable.

[Minnesota Statutes, sections 16B.981](#) and [342.70](#) establish the authority for OCM to:

- Provide or require enhanced grant oversight.
- Request additional information from a potential grantee to determine whether there is a substantial risk that the potential grantee cannot or would not perform the required duties of the grant agreement.
 - The potential grantee has 30 business days to respond.
- Develop a plan to address the risk or concerns identified.
- Not award the grant.
 - The granting agency must provide notice of this determination not to award the grant to the grantee and the commissioner of administration.
 - The notice must include the following:
 - The reason for postponing/not awarding the grant.
 - The timeline for the process for contesting the agency's decision.

In alignment with OGM standards and state best practices, the granting agency will conduct a pre-award risk assessment on the applicant organization. In cases of fiscal sponsors, both the fiscal sponsor and operating entity/entities will be assessed. Granting agencies will request, review, and analyze information, including Forms B-I, as referenced in this RFP, as applicable.

Risk assessment may include:

- Review of financial stability
- Monitoring or audit history
- Organizational capacity
- Compliance standing with state/federal entities
- Background studies of organizational leadership

The submission of inaccurate or misleading information may be grounds for disqualification from the grant agreement award and may subject an organization to suspension or debarment proceedings, and other remedies available to the state by law.

Public records and background study

If your organization is selected for final consideration, the organization's senior leaders (typically those in roles such as chief executive officer, executive director, board president, etc.) must complete a comprehensive local and national criminal background study. OCM will facilitate this process, which will primarily be conducted by a third-party background screening company. All publicly available information identified during the study will be considered as part of the review. In addition, the state may conduct an open-source and public records review, which may include search engine results, news coverage, and social media activity. Refer to [Form D](#) for further details.

The third-party background study will review records from all places where the applicant has lived and/or worked (company headquarters and physical location) for the past seven years. Search details include:

- **Identity verification**
 - Address and Social Security number trace
- **Criminal record searches**
 - County-level criminal record searches
 - Statewide criminal searches
 - Federal criminal searches
 - A nationwide (multi-jurisdictional) criminal database search
- **Minnesota-specific searches**
 - County-level searches through public access terminals
 - Review of the Minnesota Judicial Branch, Minnesota Court Records Online
- **Search details**
 - All names provided and discovered, including aliases or previous names
 - Criminal records will be verified through primary sources, such as the original court of record
 - Reporting will follow all state and federal laws
- **Reporting time frame**
 - All felony convictions (no time limit) as per the Fair Credit Reporting Act (FCRA), state, county or other applicable law
 - Misdemeanor convictions from the past five years

Pre-contracting requirements

The following requirements apply before a contract is executed with your organization.

Tax identification numbers

OCM grantees are required to have both state and federal tax identification numbers.

Vendor registration

Grant recipients new to OCM-funded grants must complete a master grant agreement before OCM will disburse any funds. The state of Minnesota's accounting and procurement system is called State-Wide Integrated Financial Tools (SWIFT). Every organization or subgrantee doing business with the state is considered a vendor. Vendors must be registered with the state of Minnesota. Vendors can interact with the state through the [Supplier Portal](#), which is part of SWIFT. The Supplier Portal enables vendors to log in and view payment details as well as maintain address and contact information related to their vendor record. For new prospective grantees (vendors), if you are awarded a grant, you will need to register as a vendor via the [Vendor Registration](#) link.

Other state and federal requirements

OCM grantees must also comply with all applicable state and federal laws and requirements, including, but not limited to:

- Worker's compensation
- Affirmative action
- Data privacy
- Equal employment opportunity
- The Americans with Disabilities Act (ADA)
- Voter registration
- Unemployment insurance

Grant agreements

As part of submitting this application, the applicant agrees to the terms and conditions of any future state of Minnesota grant agreements. Applicants are encouraged to print and review these documents with the appropriate staff before submitting the application. Sample contracts may be found on the [CanRenew webpage](#) under **Sample grant contracts**. Note that the approved budget and work plan become part of the formal grant agreement. **Grant funds may not be used to reimburse costs incurred before the grant agreement has been fully executed and signed by all required parties.**

Much of the language reflected in the sample grant contract agreement is required by statute. Thus, certain requests to negotiate terms will not be possible based on statutory or other requirements. If an applicant wants to negotiate any of the terms, conditions or language in the sample grant contract agreement, the applicant must indicate those requests in writing, in their application in response to this RFP. Only those requests indicated in an application will be available for discussion or negotiation. The funded applicant will be legally responsible for assuring implementation of the work plan and compliance with all applicable state requirements including worker's compensation insurance, nondiscrimination, data privacy, budget compliance, and reporting.

Accountability and reporting requirements

It is the policy of the state of Minnesota to monitor progress on state grants by requiring grantees to submit written progress reports at least annually until all grant funds have been expended and all terms in the grant agreement have been met.

The reporting schedule for the OCM CanRenew community restoration grant will be:

- Initial progress report submitted with initial reimbursement request
- Quarter 1 progress reports (describing activities in July-September 2027) due Oct. 22, 2027
- Quarter 2 progress reports (describing activities in October-December 2027) due Jan. 15, 2028
- Quarter 3 progress reports (describing activities in January-March 2028) due April 15, 2028
- Quarter 4 progress reports (describing activities in April-June 2028) due July 15, 2028

Grant monitoring

[Minnesota Statutes, section 16B.97](#) and OGM [Policy 8-10 on Grant Monitoring](#) require the following:

- One monitoring visit during the grant period on all state grants over \$50,000
- Annual monitoring visits during the grant period on all grants over \$250,000
- Conducting a financial reconciliation of grantee's expenditures at least once during the grant period on grants over \$50,000

OCM CanRenew community restoration grantees are subject to additional monitoring. The frequency and timing may vary based on grant amounts, risk assessment results, and grantee experience and/or capacity. The schedule below is the minimum expected; frequency of monitoring visits and financial reconciliations may be increased based on pre-risk assessment findings or other needs for increased monitoring.

- \$250,000 and above: At least one in-person site visit annually and one completed financial reconciliation before final payment.
- \$50,000–\$249,999: At least one in-person site visit annually and one completed financial reconciliation before final payment.
- Under \$50,000: At least one virtual site visit annually and one completed financial reconciliation before final payment.

Grant payments

Per the [State Policy on Grant Payments](#), reimbursement is the preferred method for making grant payments. All grantee requests for reimbursement must correspond to the approved grant budget. Reimbursement requests may be made biweekly, monthly, or quarterly. All initial reimbursement requests must be accompanied by a progress report. Subsequent reports will be due within 15 days of quarter end.

OCM will review each request for reimbursement against the approved grant budget, grant expenditures to date, and the latest grant progress report before approving payment. Grant payments will not be made on grants with past due progress reports unless OCM has given the grantee a written extension.

Conditions of payment

The state will issue payment for services performed and that meet all terms, conditions, and specifications of the grant agreement. If the state disputes in good faith or raises questions regarding any portion of the amount owed to the grantee or if the state otherwise requires any adjustment to an invoiced amount, the state will notify grantee in writing of the nature and basis of the dispute or adjustment. The grantee will not receive payment for work that does not meet all terms, conditions, and specifications of the grant agreement or that was performed in violation of federal, state, or local law.

OCM will consider requests for advance grant payments on a case-by-case basis.

Authorized representatives

Pursuant to [Minnesota Statutes, section 16B.98, subd. 5 \(d\)](#), grantees must clearly post on the grantee's website the names of, and contact information for, the grantee's leadership and the employee or other person who directly manages and oversees a grant agreement on behalf of the grantee. The grantee is required to keep the contact information current and provide a prompt response to public inquiries about the grant agreement.

Contracting and Bidding Requirements

Municipalities: Grantees that are political subdivisions or municipalities must use these guidelines:

1. Municipalities are required to comply with [Minnesota Statutes, section 471.345, Uniform Municipal Contracting Law](#).
2. The grantee and any subrecipients must comply with prevailing wage rules per [Minnesota Statutes, sections 177.41](#) through [177.50](#), as applicable.
3. Municipalities and any subrecipients must not contract with vendors who are suspended or debarred by the state of Minnesota or the federal government: [Suspended and Debarred Vendors, Minnesota Office of State Procurement](#).
4. The grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts.

Non-governmental entities: Grantees that are non-governmental entities must use these guidelines:

1. Any services and/or materials that are expected to cost \$100,000 or more must undergo a formal notice and bidding process.
2. Services and/or materials that are expected to cost between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three (3) verbal quotes or bids or awarded to a targeted vendor.
3. Services and/or materials that are expected to cost between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two (2) verbal quotes or bids or awarded to a targeted vendor.
4. The grantee must take all necessary affirmative steps to ensure that targeted vendors from businesses with active certifications through these entities are used when possible:

- a. [State Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List](#)
 - b. [Metropolitan Council Underutilized Business Program](#)
 - c. Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: [Central Certification Directory](#)
- 5. The grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.
- 6. The grantee must maintain support documentation of the purchasing or bidding process used to contract services in their financial records, including support documentation justifying a single source bid, if applicable.
- 7. Notwithstanding the above, the state may waive bidding process requirements when:
 - a. Vendors included in response to competitive grant request for proposal process were approved and incorporated as an approved work plan for the grant.
 - b. It is determined there is only one reasonably able and available source for such materials or services and that grantee has established a fair and reasonable price.
- 8. The grantee and any subrecipients must comply with prevailing wage rules per [Minnesota Statutes, sections 177.41](#) through [177.50](#), as applicable.
- 9. The grantee and any subrecipients must not contract with vendors who are suspended or debarred by the state of Minnesota or the federal government: [Suspended and Debarred Vendors, Minnesota Office of State Procurement](#).

Performance evaluation

Per [Minnesota Statutes, section 16B.98, subd. 12](#), all grantees are subject to a performance evaluation. These evaluations include review of a grantee's completion of grant activities, fulfillment of intended outcomes, compliance with requirements of the grant agreement, and timeliness. The evaluation requires an agency to highlight any concerns or termination of the grant agreement. For awards greater than \$25,000, a grantee performance evaluation will be posted publicly on the [OGM Grantee Evaluation page \(osp.admin.mn.gov/granteval/grant-eval-uploader\)](#) as required by statute. Grantees may respond to the agency's evaluation and the response will be retained in the grant file.

Audits

Per [Minnesota Statutes, section 16B.98, subd. 8](#), the grantee's books, records, documents, and accounting procedures and practices of the grantee or other party that are relevant to the grant or transaction are subject to examination by the commissioner of administration, the state granting agency (OCM), the state auditor, the attorney general, and the legislative auditor as appropriate. This requirement will last for a minimum of six years from the grant agreement end date, receipt, and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

Grant provisions

Grant agreement templates are available for review at the [Office of Grants Management Resources page](#).

Allowable expenses

Expenses directly related to delivering grant objectives may include staff time (including fringe benefits), in-state travel, equipment, supplies, and contractual costs. These items should be included in the budget as specific budget line items. **Generally, costs must be necessary, reasonable, directly tied to the approved workplan, and adequately documented.** All grant-funded payments must be made through established organizational financial or payroll systems using traceable, auditable methods; cash and personal or peer-to-peer payment accounts are not allowable. For further guidance, refer to the [OCM Grant Budget Allowability Guide](#).

Common allowable expenses include:

- **Personnel and fringe benefits:** Staff costs tied to grant activities, with appropriate time-tracking and payroll documentation.
- **Equipment (generally over \$500):** Security, technology, furniture, vehicles, tools necessary for delivering grant services.
- **Supplies (generally under \$500):** Consumables, office supplies, printing, program materials, food/beverages for participants.
- **Travel (in-state only):** Staff travel necessary for grant activities. Must follow IRS/state rates and documented organizational travel policies.
- **Training:** Costs for staff or participant skill-building directly connected to grant goals.
- **Contractual:** Vendor or consultant costs that support grant activities; must follow procurement rules.
- **Other:** Direct participant support (transportation, childcare, rent assistance, stipends, basic needs) or other grant project-related expenses that do not fit in other categories.
- **Administrative costs:** Organization-wide costs allocated proportionally and supporting grant operations. Pursuant to [Minnesota Statutes, section 16B.98, subdivision 1](#), the grantee agrees to minimize administrative costs as a condition of this grant. No more than 10% of the total project budget can be dedicated to administrative costs.

Unallowable expenses

Ineligible expenses, both direct and administrative, include but are not limited to:

- Infrastructure improvements to include construction and remodeling
- Staff performance incentives, bonuses, rewards programs
- Purchase of land or buildings
- Pre-award costs
- Fundraising
- Taxes, except sales tax on goods and services and payroll taxes
- Lobbyists, political contributions
- Bad debts, late payment fees, finance charges, or contingency funds
- Parking violations and traffic violations

- Out-of-state transportation and travel expenses. Minnesota will be considered the home state for determining whether travel is out of state
- Revenue generating projects

OCM reserves the right to offset overpayments and disallowances by reducing subsequent cash payment or requiring repayment of costs.

Affirmative action and nondiscrimination

The grantee agrees not to discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, gender identity, marital status, status in regard to public assistance, membership or activity in a local commission, disability, sexual orientation, familial status or age in regard to any position for which the employee or applicant for employment is qualified per [Minnesota Statutes, section 363A.02](#). The grantee agrees to take affirmative steps to employ, advance in employment, upgrade, train, and recruit minority persons, women, and persons with disabilities.

The grantee must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The grantee agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship ([Minnesota Rules, part 5000.3500](#)).

The grantee agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.

Voter registration

The grantee will comply with [Minnesota Statutes, section 201.162](#) by providing voter registration services for its employees and for the public served by the grantee.

Right of cancellation

The state reserves the right to cancel this solicitation if it is considered to be in its best interest. The state reserves the right to negotiate modifications to the application or to reject any and all applications received as a result of this Request for Proposals. The state does not intend to award a grant agreement solely on the basis of any response made to this request or pay for information solicited or obtained.