Application Fund
Application Fund grants reimburse the costs of preparing and applying for a non-agency grant that will advance economic growth.

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Eligible Applicants: Nonprofits, cities, townships and tribal units of government located within the agency’s service area. Multi-organization collaboration is welcomed and encouraged.

Funding:
- Application Fund is funded at $30,000 for FY2022.
- The grant awards range up to $3,000.
- The agency requires a 1:1 match per project.
- Funds may be used for preparing and applying for a grant application for state (other than Iron Range Resources & Rehabilitation), federal or private grant programs.

Diversity, Equity & Inclusion:
- The Department of Iron Range Resources & Rehabilitation works to improve economic opportunities in support of diversity, equity and inclusion in our service area.
- Diverse populations served by this program include economically distressed communities, tribal nations, black, indigenous and people of color (BIPOC), veterans, low to moderate income neighborhoods and disabled individuals.
- Additional points are awarded to projects that serve a diverse population as listed above or utilize state certified Targeted Group (TG), Economically Disadvantaged (ED) area or Veteran-Owned (VO) vendors.

Evaluation Criteria (100 points)
Grants are awarded to the highest scored application using the following criteria. Please address all criteria in the project narrative.

1. **Job creation. (5 points)**
   - Describe how the project supports job creation or retention, if any that will result from this project. (Minnesota Statute 298.22 subd. 13)

2. **Complexity of the grant application. (25 points)**

3. **Copy of the grant application(s) and guidelines. (15 points)**

4. **Alignment with strategic or comprehensive plan. (15 points)**

5. **Qualification of the grant writer. (20 points)**

6. **Program funding has not been received for the past two fiscal years. (10 points)**

7. **Diversity, equity and inclusion. (10 points)**
   - Project incorporates a state certified targeted group, economically disadvantaged area or veteran owned vendor.
   - Project serves an underserved community/population.
Diverse populations that include:
  - BIPOC.
  - LGBTQI communities.
  - Disability status.
  - Veterans.
  - Geographic.

Application Checklist:
- **Project narrative.**
  - Narrative must address evaluation criteria.
- **IRS Form W-9 – Request for Taxpayer ID Number and Certification**
- **Financial documents.**
  - IRS 990 Form - For organizations with an annual revenue below $750,000, a most recent IRS 990 form must be uploaded.
  - Certified Financial Audit - For organizations with an annual revenue of over $750,000 a most recent certified financial audit must be uploaded.
- **Copy of grant application(s) to be applied for and guidelines.**
- **Copy of community’s comprehensive or strategic plan showing the alignment with the project. Must upload with portion highlighted.**
- **Scope of services from grant writer with quote/cost estimates.**
- **Resolution for this project authorizing applicant to apply for and accept funds.**
- **Other documentation to support the application.**

Application and Award Process:
- **Application process:**
  - Applications must be submitted through the FLUXX grants portal.
  - A short pre-application is required to determine eligibility of project.
  - Once eligibility is determined, a full application will be available in FLUXX.
- **Application deadline:**
  - Applications are accepted July 1 through July 30, 2021.
  - Applications submitted after July 30, 2021 through the end of the agency’s fiscal year (June 30, 2022) may be awarded on a rolling basis subject to meeting minimum scoring criteria and subject to the availability of remaining program funds.
- **Application review:**
  - All eligible applications are reviewed by a team and evaluated and scored on an individual basis according to the evaluation criteria.
  - Grant program administrators do not score applications for their respective program.
- **Application award:**
  - Grants are awarded to the most competitive applications.
  - Iron Range Resources & Rehabilitation reserves the right to award all or partial funding per application awarded.
  - Applicants will be notified by email within 30 days following application review.
  - Grant award is subject to the Commissioner’s final approval and must meet objectives, priorities and policies established by the Commissioner.
Grant Outcome Expectations:
- Project CANNOT begin prior to execution of a grant contract.
- A copy of completed grant application is also required when submitting final reimbursement request.
- The agency reserves the right to require signage/logo acknowledging financial assistance from the Department of Iron Range Resources & Rehabilitation. Details are outlined in the grant agreement.
- Spending within the agency’s service area is encouraged.

Reporting Requirements:
- A progress report is required if grant period is scheduled to exceed 12 months and annually thereafter.
- A final report is required once grantee is notified of status of application.
- A close out acknowledgement form may be required if there is a remaining grant balance.

Public Information:
- All application information submitted is presumed to be public information pursuant to the Minnesota Data Practices Act, Minnesota Statute Chapter 13.