**Brownfield Grant Pre-Application**

**City of Saint Paul**

**SUBMISSION DEADLINE: August 28, 2015**

**NO PAYMENT REQUIRED**

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| **General Information:** |  |
| Applicant/Developer Name: |  |
| Applicant Address: |  |
| Primary Contact Name: |  |
| Primary Contact Address: |  |
| Primary Contact Telephone Number: |  |
| Primary Contact Email Address: |  |
| **Property Information** |  |
| Property Identification Numbers: |  |
| Area of project (in acres): |  |
| Are any of the properties City-owned? | Yes [ ]  No [ ]  |
| **Project Information:** |  |
| Project Name: |  |
| Project Address: |  |
| Number of Parcels: |  |
| Project Description: (50 words or less): |
| Number of Housing Units: |  |
| Number of Affordable Housing Units: |  |
| Floor area of new Commercial/Industrial Development: | Commercial:Industrial: |
| Number of Jobs to be Created/Retained: | Created: Retained: |
| **Project Readiness** |  |
| Level of site control? (Check box that applies.) | [ ]  Ownership[ ]  Purchase agreement[ ]  Purchase option[ ]  Tentative Developer Status (City-owned property)[ ]  No formal control |
| City approvals needed, if any beyond building permits? (e.g. rezoning, variances, conditional use permits, etc.) | Yes [ ]  No [ ]  | If yes, what? |
| Expected ground breaking date: | Click here to enter a date. |
| Expected completion date: | Click here to enter a date. |
| **Environmental Conditions** |  |
| Provide a brief site history and description of environmental concerns. (50 words or less) |
| Is the Developer a potentially responsible party? | Yes [ ] No [ ]  |
| Have you retained an environmental consultant? | Yes [ ] No [ ]  |
| Is the site enrolled in the MPCA’s Voluntary Cleanup Program? | Yes [ ]  Date: Click here to enter a date.No [ ]  |
| Is a Phase 1 ESA completed? | Yes [ ]  Date: Click here to enter a date.No [ ]  |
| Is a Phase 2 ESA completed? | Yes [ ]  Date: Click here to enter a date.No [ ]  |
| Has a Response Action Plan been completed and approved by PCA? | Yes [ ] No [ ]  | If yes:Date Submitted: Click here to enter a date.Date Approved: Click here to enter a date.  |

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| **Grant Information** |  |
| What programs are you seeking funding from? | *Grant Program* | *Amount* |
| DEED – Site Assessment | $ |
| DEED – Cleanup | $ |
| TBRA – Site Assessment | $ |
| TBRA – Cleanup | $ |
| *Total Funding Request* |  |
| What will the grant funds be used for? (50 words) |
| Who will be preparing the grant application? |
| What is their level of experience in preparing these grant applications? (50 words or less) |
| **Acknowledgements** |  |
| The applicant understands that they may be subject to the following compliance requirements. * Vendor Outreach Program: Goals apply to *all projects* receiving city funding
* Little Davis Bacon Requirements: Total project costs of $25,000 or more
* Two Bid Policy: Projects receiving $20,000 or more of city funds
* Business Subsidy: *May* apply to recipients of grants of $25,000 or more and loans of $75,000 and over
* Affirmative Action: Entities receiving $50,000 or more of city funds within a 12-month period
* Living Wage: Entities receiving $100,000 or more of city funds
* Project Labor Agreement: Entities receiving $250,000 or more of city funds
* Sustainability Initiative: A plan to make future development projects more environmentally and financially sustainable

Contact your PED project manager to learn more about how this applies to your specific project. If you do not have a project manager, contact Jamie Radel at 651-266-6614 to have one assigned. Addition compliance requirements may be required for project receiving other funding from the City. | Initial: |
| The applicant understands that submission of this pre-application does not guarantee that the City will submit an application on the applicant’s behalf. | Initial: |
| The applicant understands that if selected to partner with the City they are responsible for preparing the application. | Initial: |
| The applicant understands they are responsible for match requirements. | Initial: |
| The applicant understands that, if selected, they are required to pay the application fee with the draft application. | Initial: |
| The applicant understands that if the application is not prepared to minimum standards, the applicant misses deadlines, or the project is deemed not ready for grant funds the city will not submit the application to the funding agency. | Initial: |
| The applicant understands that if the city passes through grant funds to them, they are subject to the City’ compliance requirements. | Initial: |

Submit this application **no later than August 28, 2015, at 4:30 p.m.** to:

Jamie Radel, City Planner

City of St. Paul

Department of Planning & Economic Development

25 West Fourth St., Suite 1400

St. Paul, MN 55102

Email: jamie.radel@ci.stpaul.mn.us

Telephone: (651) 266-6614

Late pre-applications may be considered on a case-by-case basis.