**Brownfield Grant Pre-Application**

**City of Saint Paul**

**NO PAYMENT IS DUE.**

**This City pre-application form should be completed and emailed to** [**Marilyn.Rosendahl@ci.stpaul.mn.us**](mailto:Marilyn.Rosendahl@ci.stpaul.mn.us) **along with a letter of interest, completed Compliance Acknowledgement letter, site plan, and or other supporting documents.**

**Contact** [**Marilyn Rosendahl**](mailto:Marilyn.Rosendahl@ci.stpaul.mn.us) **at 651-266-6606 with any questions.**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **General Information** | | | | | | | | |
| Applicant/Developer Name: |  | | | | | | | |
| Applicant Address: |  | | | | | | | |
| Primary Contact Name: |  | | | | | | | |
| Primary Contact Address: |  | | | | | | | |
| Primary Contact Telephone Number: |  | | | | | | | |
| Primary Contact Email Address: |  | | | | | | | |
| **Property Information** | | | | | | | | |
| Project Address: |  | | | | | | | |
| Number of Parcels: |  | | | | | | | |
| Property Identification Numbers: |  | | | | | | | |
| Area of project (in acres): |  | | | | | | | |
| Are any of the properties City-owned? | Yes  No | | | | | | | |
| Are any of the properties in a federal, state, or locally designated historic district? | Yes  No | | | | | | | |
| Are any of the properties in a federal, state, or locally designated historic district or individually listed historic property? | Yes  No | | | | | | | |
| **Current Use** | | | | | | | | |
| Describe Current Site and Building Conditions? (50 words) |  | | | | | | | |
| Current Use of Property: |  | | | | | | | |
| Number of Structures: |  | | | | | | | |
| Number of Housing Units: |  | | | | | | | |
| Number of FTE Jobs: |  | | | | | | | |
| Floor Area of Commercial/Industrial Space: | Commercial: Industrial: | | | | | | | |
| **Project Information:** | | | | | | | | |
| Project Name: |  | | | | | | | |
| Project Description: (50 words or less): |  | | | | | | | |
| Number of New Housing Units: |  | | | | | | | |
| Number of New or Preserved Affordable Housing Units: | 30% AMI | | | 50% AMI | 60% AMI | | | 80% AMI |
|  | | |  |  | | |  |
| Floor area of new and/or renovated Commercial/Industrial Development: | Commercial:  Industrial: | | | | | | | |
| Number of FTE Jobs to be Created/Retained: | Created: Retained: | | | | | | | |
| Will buildings be demolished or altered as part of this project? | Yes  No | | | | | | | |
| Is this project within an [ACP 50 area](https://www.stpaul.gov/sites/default/files/Media%20Root/Planning%20&%20Economic%20Development/ACP50.pdf)? | Yes  No | | | | | | | |
| Is this project within an [Opportunity Zone](https://mn.gov/deed/business/financing-business/tax-credits/opp-zones/census-opp-zone-tracts.jsp)? | Yes  No | | | | | | | |
| How does this project further the City’s racial equity goals?  *Racial Equity Goals:* Saint Paul will be a city where race does not predetermine opportunities in education, employment, housing, health and safety. |  | | | | | | | |
| **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? | | | | | |
| Are funds committed to this project? | Yes ☐  No ☐ | | If yes, by whom? | | | | | |
| What is the financial gap for this project? | Amount: | | | | | | | |
| 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. | | | | | | |
| **Grant Information** | | | | | | | | |
| What programs are you seeking funding from? | *Grant Program* | | | | | *Amount* | | |
| DEED – Site Assessment | | | | | $ | | |
| DEED – Cleanup | | | | | $ | | |
| TBRA – Site Investigation | | | | | $ | | |
| TBRA – Cleanup | | | | | $ | | |
| TBRA-TOD – Site Investigation | | | | | $ | | |
| TBRA-SEED | | | | | $ | | |
| *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 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 approval to move forward with a grant application does not eliminate the need to meet all applicable city requirements and does not guarantee future approvals. | | | | | | | Initial: | |
| The applicant understands that if the city passes through grant funds to them, they are subject to the City’s compliance requirements. | | | | | | | Initial: | |
| The applicant understands that they will need to pay a closing fee of 1% on the awarded grant amount. | | | | | | | Initial: | |