

# Brownfield Grant Pre-Application

City of Saint Paul

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**SUBMISSION DEADLINE: August 24, 2018**

**NO PAYMENT IS DUE.**

City pre-applications must be submitted electronically. If submitted on the pre-application guide (this document), they will be returned to the applicant. Online applications are available at: <https://www.stpaul.gov/departments/planning-economic-development/spring-2018-funding-round>. Call Jamie Radel at 651-266-6614 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 <input type="checkbox"/> No <input type="checkbox"/>
Are any of the properties in a federal, state, or locally designated historic district?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are any of the properties in a federal, state, or locally designated historic district or individually listed historic property?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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:		
<b>Project Information:</b>				
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 <input type="checkbox"/>	No <input type="checkbox"/>		
How does this project further the City's racial equity goals?  <i>Racial Equity Goals: Saint Paul will be a city where race does not predetermine opportunities in education, employment, housing, health and safety.</i>				
<b>Project Readiness</b>				
Level of site control? (Check box that applies.)	<input type="checkbox"/> Ownership <input type="checkbox"/> Purchase agreement <input type="checkbox"/> Purchase option <input type="checkbox"/> Tentative Developer Status (City-owned property) <input type="checkbox"/> No formal control			
City approvals needed, if any beyond building permits? (e.g. rezoning, variances, conditional use permits, etc.)	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, what?		

Are funds committed to this project?	Yes <input type="checkbox"/> No <input type="checkbox"/>	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.	
<b>Environmental Conditions</b>		
Provide a brief site history and description of environmental concerns. (50 words or less)		
Is the Developer a potentially responsible party?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Have you retained an environmental consultant?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Is the site enrolled in the MPCA's Voluntary Cleanup Program?	Yes <input type="checkbox"/> Date: Click here to enter a date. No <input type="checkbox"/>	
Is a Phase 1 ESA completed?	Yes <input type="checkbox"/> Date: Click here to enter a date. No <input type="checkbox"/>	
Is a Phase 2 ESA completed?	Yes <input type="checkbox"/> Date: Click here to enter a date. No <input type="checkbox"/>	
Has a Response Action Plan been completed and approved by PCA?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes: Date Submitted: Click here to enter a date. Date Approved: Click here to enter a date.
<b>Grant Information</b>		
What programs are you seeking funding from?	<i>Grant Program</i>	<i>Amount</i>
	DEED – Site Assessment	\$
	DEED – Cleanup	\$
	TBRA – Site Investigation	\$
	TBRA – Cleanup	\$
	TBRA-TOD – Site Investigation	\$
	TBRA-SEED	\$
	<i>Total Funding Request</i>	
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)		

<b>Acknowledgements</b>	
<p>The applicant understands that they may be subject to the following compliance requirements.</p> <ul style="list-style-type: none"> <li>• Vendor Outreach Program: Goals apply to <i>all projects</i> receiving city funding</li> <li>• Little Davis Bacon Requirements: Total project costs of \$25,000 or more</li> <li>• Two Bid Policy: Projects receiving \$20,000 or more of city funds</li> <li>• Business Subsidy: <i>May</i> apply to recipients of grants of \$25,000 or more and loans of \$75,000 and over</li> <li>• Affirmative Action: Entities receiving \$50,000 or more of city funds within a 12-month period</li> <li>• Living Wage: Entities receiving \$100,000 or more of city funds</li> <li>• Project Labor Agreement: Entities receiving \$250,000 or more of city funds</li> <li>• Sustainability Initiative: <ul style="list-style-type: none"> <li>○ PED/HRA Sustainability Initiative: May apply to projects of any size.</li> <li>○ Saint Paul Sustainable Building Policy: Applies to projects receiving more than \$200,000 in public investment</li> </ul> </li> </ul> <p>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. Additional compliance requirements may be required for project receiving other funding from the City.</p>	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 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 they will need to pay a closing fee of 1% on the awarded grant amount.	Initial: