

2017 LCDA APPLICATION GUIDE



METROPOLITAN
COUNCIL

March 2017

The Council's mission is to foster efficient and economic growth for a prosperous metropolitan region.

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The Metropolitan Council is the regional planning organization for the seven-county Twin Cities area. The Council operates the regional bus and rail system, collects and treats wastewater, coordinates regional water resources, plans and helps fund regional parks, and administers federal funds that provide housing opportunities for low- and moderate-income individuals and families. The 17-member Council board is appointed by and serves at the pleasure of the governor.

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Section 1: General Information and Schedule

Purpose

The Livable Communities Demonstration Account was created by the Livable Communities Act (LCA) to meet the statutory requirements and policy goals for the program, which include:

1. Interrelate development or redevelopment and transit;
2. Interrelate affordable housing and employment growth areas;
3. Intensify land use that leads to more compact development or redevelopment;
4. Involve development or redevelopment that mixes incomes of residents in housing, including introducing higher value housing in lower income areas to achieve a mix of housing opportunities; or
5. Encourage public infrastructure investments which connect urban neighborhoods and suburban communities, attract private sector redevelopment investment in commercial and residential properties adjacent to the public improvement, and provide project area residents with expanded opportunities for private sector employment.

LCDA funding also supports development or redevelopment projects that demonstrate innovative and new ways of meeting the *Thrive MSP 2040* desired outcomes, including:

- develop land uses in centers linked to the local and regional transportation systems;
- efficiently connect housing, jobs, retail centers and civic uses;
- develop a range of housing densities, types and costs; and
- conserve, protect and enhance natural resources by means of development that is sensitive to the environment.
- The Council also encourages projects that reduce energy use through siting, building orientation and innovative building design.

Projects meeting these goals can help reduce vehicle miles traveled by eliminating or shortening vehicle trips or by making some trips possible by walking, biking or transit. These results are made possible by connecting land uses, improving access to transportation corridors, connecting modes of transportation, and linking housing with destinations accessible to transportation corridors and a range of transportation modes. Over the long run, results are expected to reduce air pollution, mitigate congestion, and reduce infrastructure costs and greenhouse gas emissions.

Key Considerations for a Successful LCDA Application:

1. Not every good development or redevelopment project is a good LCDA project. To qualify for LCDA funds and score competitively, the application must make it clear how the project will address statutory LCDA goals.
2. The application is designed to focus on a specific development or redevelopment project that exemplifies LCDA goals. As the program name implies, the development or redevelopment project needs to pursue a demonstrative end-result that can be replicated elsewhere in the region. Examples include: Will the project utilize an innovative collaboration? Is it sited in a unique way? Is there some element of the project's funding, implementation or design that hasn't been done locally? Can some quality, element, or portion of this project serve as an example elsewhere in the region?
3. When filling out the grant application, it is important to distinguish between the development project and its constituent Grant-Funded Activities. The development project is the development or redevelopment work that through its design and execution will deliver benefits such as housing, connections, and/or jobs to the region. The activities for which grant funds are requested are elements of the overall project and must be completed during the grant term.

Note that unless otherwise instructed, your answers should pertain **only** to the development project that will begin development/redevelopment work within the 36-month grant term. It is not adequate to be "shovel-ready;" the project must commence hard construction by December 31, 2020.

Award Limits

There are no award limits for individual LCDA Development grants or per city, except that:

Council-established guidelines state that up to 40% of the total LCDA funds available in a grant cycle are available to projects located in Minneapolis and/or Saint Paul. The Council reserves the right to consider awarding more than 40% under certain conditions.

Match Requirements

There are no match requirements for LCDA Development grants.

Grant Terms

The 2017 LCDA Development grant term will be three years in length, starting on the date of the grant award.

Schedule

Application Type	Date	Activity
LCDA Development	March 23	Notice of Funding Availability
	May 4	Project Concept Plans due
	June 29	Applications due
	November 20 (<i>tentative</i>)	Community Development Committee recommends grant awards
	December 20 (<i>tentative</i>)	Metropolitan Council awards grants

Section 2: Eligible Applicants, Eligible Projects and Eligible Uses

Eligible Applicants

By state statute, applicants must be a local governmental unit, which may be a:

1. Municipality (a statutory or home rule charter city or township) currently participating in the Metropolitan Livable Communities Housing Incentives Program
2. Metropolitan county
3. Housing and Redevelopment Authority, Economic Development Authority, Community Development Authority or Port Authority

Projects proposed by categories (2) and (3) must be located in participating municipalities.

Developers cannot apply and cannot be the grantee. However, developers are encouraged to partner with eligible applicants to submit applications.

Eligible Projects

All of the following are required to comprise an eligible LCDA-Development grant project:

- The project must be located within a Council-identified *Developed Area*, *Developing Area* or a *Rural Center*. Regional park land is ineligible.
- The development project must involve new development, redevelopment or infill development addressing LCDA program goals. Projects involving rehabilitation are eligible if they include other components that address one or more of the program goals.
- The development project must commence, and the grant-funded activities must be completed, within the 36-month grant term.
- The project must be consistent, or be made consistent, with the local comprehensive plan that has been reviewed by the Council and be consistent with any area, neighborhood, corridor or other local plan adopted by the municipality in which the project is located.
- If housing is planned, the project must help achieve one or more of the affordable and lifecycle housing goals adopted by the applicant city (or the city in which the project is located if the applicant is a county or county development authority) under the Local Housing Incentives program of the Livable Communities Act.

Eligible Uses of LCDA Grant Funds

Grant funds are intended to assist innovative development projects that meet Livable Communities priorities move forward and/or for innovative features and elements such as stormwater management, renewable energy, intentionally designed public spaces, or limited infrastructure elements which support projects that provide demonstration value to the region. LCDA grant funds are not for gap financing nor to supplant other sources of funding. Please note: Livable Communities funding is awarded on a cost-incurred basis and only activities that occur after the date of grant award are eligible. (Site Acquisition is a special circumstance with detail in the table below.)

See table below for specific eligible and ineligible uses.

<u>Eligible Uses</u>	<u>Ineligible Uses</u>
Site-Integrated Stormwater Management	
<ul style="list-style-type: none"> • Rain gardens; • Infiltration swales or tanks; • Landscaping that is an integrated part of the stormwater management system; • Pervious pavement; • Green roofs 	<ul style="list-style-type: none"> • Trees, sod or landscape plantings, unless an integral part of a stormwater management system
Renewable Energy Elements	
<ul style="list-style-type: none"> • Photovoltaic cells; • Geothermal heat pumps; • Fuel cells; and • Wind turbines 	
Placemaking	
<ul style="list-style-type: none"> • Intentionally designed, publicly accessible spaces, such as plazas, squares, greens or courtyards, which reinforce a sense of identity for the site and surrounding neighborhood. Elements integral to the design of such spaces, are eligible, which may include: <ul style="list-style-type: none"> ○ lighting; ○ landscaping; ○ seating and furnishings; ○ sidewalks and paths; • Public Art. Public art features, not attached to a building, which contribute to the identity, or sense of place, of the development project and/or surrounding neighborhood. To be considered public art, the feature must be designed and fabricated by a professional artist and/or art organization. 	<ul style="list-style-type: none"> • General landscaping elements, lighting, sidewalks or paths around the development, which are not part of an intentionally designed public space. • City or neighborhood parks or playgrounds. • Parks, playgrounds, or areas that are, through management or design, primarily for the use of the development project's tenants or residents. • Art fixed to the building facade
Architectural & Engineering Fees	
<ul style="list-style-type: none"> • Architectural and engineering fees to support the design of innovative stormwater management systems, public spaces or public art elements, when specifically requested. <p>Note: these costs will only be reimbursed once the eligible element, to which architectural/engineering fees are related, is constructed.</p>	<ul style="list-style-type: none"> • Architectural and engineering fees related to the general site or building or not related directly to grant-funded elements.

<u>Eligible Uses</u>	<u>Ineligible Uses</u>
Site Acquisition	
<ul style="list-style-type: none"> • Site acquisition, after the date of award OR; • Site acquisition, for sites acquired within 12 months prior to the application due date, for the development of affordable housing or for the retention or creation of jobs made more accessible to low-income and underserved populations. • Holding costs both directly associated with requested site acquisition and not associated with site acquisition. <ul style="list-style-type: none"> ○ Holding costs may not exceed 5% of the grant amount <u>awarded</u> for the purchase price, or \$100,000, whichever is less. ○ Eligible holding costs include property maintenance, insurance, property taxes, and interest. 	<ul style="list-style-type: none"> • Reimbursement, refinancing of land acquisition or site control costs incurred by the applicant, any current or future grant subrecipient, related LLC or the like, or other project partner before the date of an LCDA grant award, other than the exception provided for affordable housing. This includes costs to acquire or gain site control for project sites where site control has been established or where formal steps to acquire the property, such as a purchase agreement, have been taken. • LCDA funds may not be used to refinance or supplant other sources of funding available to acquire or gain site control of the development project property. • Site acquisition costs for transactions between or among partnerships or other legal entities for project sites where any grantee, current or future subrecipient or other project partner has any ownership or site control interest in a property prior to the grant award are also not eligible, other than the exception for affordable housing. • Site assembly for lands to be used for transit infrastructure.
Site Preparation	
<ul style="list-style-type: none"> • Demolition and removal of obsolete structures. • Grading and soil correction to prepare a site for construction. <p>Note: Eligible activities are for items not considered hazardous, or that would not be eligible under the TBRA program.</p>	<ul style="list-style-type: none"> • Demolition, abatement, cleanup, removal, hauling or disposal of contaminated materials or debris. • Cleanup, removal, hauling or disposal of contaminated soil or debris.
Public Infrastructure Elements	
<ul style="list-style-type: none"> • New streets, or street extensions only for local public streets; • New sidewalks and trails, clearly for public use and that exceed minimum city requirements that connect the development project to transit, retail/commercial activities and/or nearby public spaces such as parks and schools; • Site-integrated transit shelters • Bike facilities at mixed-use developments available to the public; • Extensions or modifications of local public sewer, water, or telecommunication lines that directly serve the development project; • Public-use or shared-use parking structures 	<ul style="list-style-type: none"> • County road improvements • Private sidewalks, amenities or amenity spaces specifically serving the development project • Perimeter sidewalks or boulevards that are built to minimum city requirements • Surface parking • Parking structures without a shared public component • Expansion or extension of local public utilities not directly related to the development project • Transit capital investments , e.g., transit stations, station platforms, and park-and-ride facilities.

“General Conditions” or “Soft Costs” are Ineligible

Such costs include:

- Administrative overhead;
- Building construction or rehabilitation;
- Affordability gap or value gap financing;
- Relocation costs;
- Travel expenses;
- Legal fees, late payment fees or finance charges;
- Bonds and or Insurance;
- Overhead/profit
- Traffic control or other temporary project construction activities;
- Employee worksite parking;
- Marketing costs;
- Permits, Licenses or authorization fees,
- Costs associated with preparing grant proposals or applications or bids,
- Applicant project coordination costs, operating expenses, planning costs, and prorated lease and salary costs.
- Entertainment, decorations, gifts or prizes
- Costs associated with the exercise of eminent domain.
- Costs incurred before the date of grant award, or after the expiration date of the grant agreement.

Section 3: Completing the LCDA Application



A response to the Council's LCDA [Project Concept Plan](#) (PCP) is required for all 2017 LCDA Development applications.

PCPs are due by 5:00 p.m. May 4, 2017.

Accessing the Application

The Council has a web-based management system for grant application, evaluation, and payment requests. WebGrants is entirely online and will cover nearly all phases of grants management across every Council grant program. The 2017 LCDA application is only available through the WebGrants system. To begin the application process, visit <http://metro council.org/Communities/Services/Livable-Communities-Grants/WebGrants-Info.aspx?source=child>

Submitting the Application

- No LCDA Development Grant application will be accepted without a prior PCP response.
- **Full LCDA applications are due by 5:00 PM on June 29, 2017. No late submittals will be accepted.**
- **If you are new to WebGrants, read the WebGrants User Guide first.** The guide is available online at <http://www.metro council.org/METC/files/48/48307f04-f1b7-4269-868c-76b87a4d3258.pdf>

Follow the application submittal instructions through the WebGrants system:

<https://metro councilgrants.org/index.do>

- **Each application requires a resolution of support from the city in which the project is located.** Resolutions must be submitted **within 30 days** of the application due date. Three sample resolutions are included as a part of the application form: one for applicants submitting only one LCDA grant application in 2017, one for applicants submitting multiple applications, which requires the applicant to rank the applications according to the applicant's internal priority, and another for eligible applicants other than a city (i.e. county, economic development authority, port authority, etc...).
- See Appendix 1 for details on **Required Attachments** to the application.
- **By submitting an application, including project sketches, images, renderings, or other copyrightable material, applicants consent to the use of those renderings and images by the Metropolitan Council for work related to the Council and Livable Communities Funding.**

After the application has been reviewed for completeness and found to be acceptable for evaluation submittal, you will be notified of next steps.

Questions?

Ryan Kelley (651) 602-1541 Ryan.Kelley@metc.state.mn.us

Paul Burns (651) 602-1106 Paul.Burns@metc.state.mn.us

Section 4: Evaluation Process for LCDA Grants

LCDA applications are evaluated in a two-step process. Step One is conducted by an internal review staff team of experts. Applications that successfully meet the Step One point threshold will move on to the Step Two process. The Livable Communities Advisory Committee (LCAC) conducts Step Two of the evaluation process and makes funding recommendations to the Council. Applicants may meet the minimum score to be considered for funding but not be recommended for funding.

The committee includes members representing seven areas of expertise to provide the range of skills and experience necessary for evaluating the complex development and redevelopment projects for which LCDA funding is requested. There are two members for each area of expertise: local government (planning, economic or community development); development finance (one member in private finance, one in public finance); development (one member in new development, one in redevelopment); transportation, environment; site design, and planning, economic and community development/engagement representing traditionally under-represented communities. The LCAC chair, not representing a specific area of expertise, is the 15th member.

Step One Evaluation Criteria for Development Grants	Possible Points
Orderly and Efficient Land Use	
<p>The development project intensifies land use and increases density to a level that maximizes the potential of the location.</p> <ul style="list-style-type: none"> The development project includes a mix of uses or introduces a diversity of uses and/or densities to the project area. 	8
<p>The development project is designed in relationship to transit and transportation by:</p> <ul style="list-style-type: none"> Providing internal pedestrian circulation which is convenient, efficient and attractive throughout and around the project site. Providing convenient, efficient and attractive pedestrian access to transit through connections to, and/or the integration of, transit stops/access points. Incorporating transit- and pedestrian-oriented design principles. 	10
<p>The development is sensitive to the environment and conserves, protects and enhances natural resources and/or incorporates green building design and energy efficiency standards and/or sustainable site design.</p>	8
Access, Jobs and Affordable Housing	
<ul style="list-style-type: none"> The development project location or design introduces, takes advantage of, or maximizes connections between, or among housing, centers of employment, education, retail, and recreation uses. The development project expands employment opportunities through the creation or preservation of permanent employment opportunities, including living wage jobs. 	8
<p>The development project provides or preserves housing choices to give people in all life stages and of all economic means viable choices for safe, stable and affordable homes including the willingness to accept Housing Choice Vouchers.</p>	8
Tools and processes	8
<p>The project includes tools and processes to ensure successful outcomes, including pertinent and effective regulatory tools; use of equitable development strategies; partnerships among government, private for-profit and nonprofit sectors; community participation; local vision and leadership.</p>	
Total	50
Applications must score 25 or more points to advance to the Step Two evaluation process.	

Step Two Evaluation Criteria for Development Grants		Possible Points
Innovation and Demonstration		30
<p>The development project provides demonstration value for the community and for the region through:</p> <ul style="list-style-type: none"> • New development concepts, strategies or elements in one or more of the scoring areas covered in the Step One evaluation process; • Other innovation; • Serves as a model of LCDA goals; • Incorporates <i>Equitable Development</i> strategies when planning and/or designing the proposed project. 		
Catalyst		10
<ul style="list-style-type: none"> • The proposed project will catalyze additional development and private investment to future project phases and/or to the immediate area. • The activities for which LCDA funding is requested will be a catalyst to implement the project. 		
Readiness Assessment		10
<p>The proposed development project is ready and able to use awarded grant funds within the 36-month grant term, based on an assessment including:</p> <ul style="list-style-type: none"> • The status of implementation tools – for example, zoning codes and other official controls, design standards, or development standards. • The status of funding commitments and other indicators of readiness. • Whether grant funds have been spent for or progress has been made on a prior LCDA development or pre-development grant for the same project or a related project. 		
Step Two Total		50
Combined Step One and Step Two Total		100
Combined Step One and Step Two scores must total 60 to be considered for funding.		
Housing Performance Score		10
<p>The applicant's Housing Performance Score will be converted from a 100-point scale to a 10-point scale. If a proposed project includes new affordable housing or if a significant amount of affordable housing is already located within the project site/area, the proposal will be held harmless by assigning the higher of the community's actual performance score or the average performance scores from all proposals being evaluated.</p>		
Overall Total		110

Section 5: Appendices

Appendix 1:	Required Attachments
Appendix 2:	Make-A-Map
Appendix 3:	Definition of Terms
Appendices 4-6:	Sample Resolutions

Appendix 1: Required Attachments

The following required attachments must be submitted as part of an LCDA Application.

- Attachments should be formatted to 11 x 17", one side only.
- Compress PDF files to reasonable sizes, and rotate all pages so they are legible on screen.

“Make-A-Map” Generated Documents

1. Overview Map, Aerial Map and Parcel Map.

See Appendix 2 for details on using “Make-A-Map” and producing the required maps.

Applicant Generated Documents

1. A site plan clearly illustrating the location and extent of each requested grant activity. Title this file “Grant Requested Activities Plan – [Project Name]”
2. A site plan of the entire site indicating all ground floor uses, vehicular and pedestrian entrances, public and semi-public spaces, transit stations and/or stops. Title this file “Site Plan – [Project Name]”
3. To scale context plan showing the site plan and nearby public realm elements such as parks, trails, plazas, etc... Title this file “Public Realm Context Plan – [Project Name]”
4. To scale street, site and building sectional drawings that illustrate precisely how buildings meet the ground, the articulation of the façade and the interior uses of the building, as well as the design of the spaces between buildings if more than one. Title this file “Sections – [Project Name]”
5. Ground perspective from any adjacent streets. Title this file “Perspectives – [Project Name]”

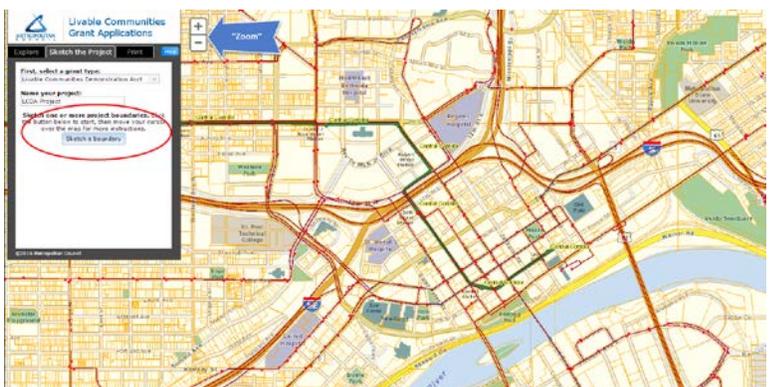
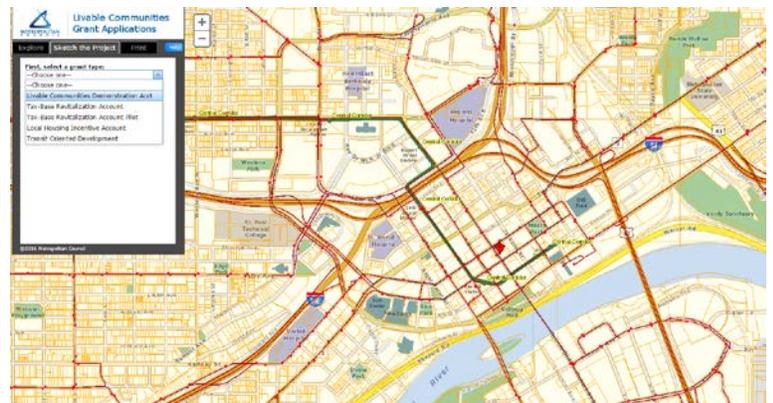
Appendix 2: Using Make-a-Map

The Council's Make-a-Map tool has been customized for LCA Grants. To access Make-A-Map, follow this link:

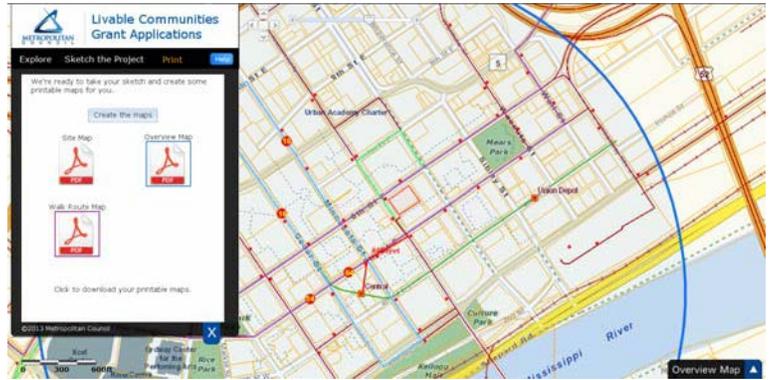
<http://giswebsite.metc.state.mn.us/publicmaps/lca>

How Create the Required Maps for LCDA

1. Enter an address or landmark in the search bar to navigate to your project area.
2. Click "Sketch the Project" and select "Livable Communities Demonstration Acct" from the dropdown menu. Provide a name for your project.
3. You may use the zoom and pan buttons to navigate to your project site. Click "Sketch a Boundary" and, using the crosshair as a guide, draw the project boundary. A gray polygon with a red outline will begin to appear. Once you have finished outlining the boundary, double click to close the polygon. If there are multiple, non-contiguous parcels that are part of your project, you have the option of sketching another boundary.



5. Select “Print” and “Create the maps”. The system will generate three maps for LCDA; a *Parcel Map*, *Overview Map*, and *Aerial Map*. Please be patient – depending on your connection, it can take up to one minute to generate the maps.



6. Click each PDF to download them separately. Rename the files according to the naming conventions as follows:
 - ❖ “Parcel Map - [City Name]-[Project Name]”
 - ❖ “Overview Map – [City Name]-[Project Name]”
 - ❖ “Aerial Map – [City Name]-[Project Name]”

If you have any questions regarding the “Make-A-Map” Application, please consult the Make-A-Map Help Section, or contact LCDA Staff.

Appendix 3: Definition of Terms

- **Affordable Housing** is ownership or rental housing affordable to households earning 80% or less of Area Median Income (AMI). All Livable Communities Act affordable housing grant applications that include affordable housing must have a minimum 15-year affordability term, and a mechanism in place to ensure this term, to be considered as affordable.
- **Developed Communities** (*Urban Center* and *Urban Community Designations* in Thrive) are cities where more than 85% of the land is developed, infrastructure is well established and efforts must go toward keeping it in good repair. Projects awarded grants in developed communities will be focused on maintaining and improving infrastructure, buildings and land to support adaptive reuse, infill development and redevelopment.
- **Developing Communities** (*Suburban, Suburban Edge* and *Emerging Suburban Edge Community Designations* in Thrive) are cities where the most substantial amount of new growth – about 60 percent of new households and 40 percent of new jobs – will occur. Projects awarded grants in developing communities will be focused on accommodating growth by supporting local efforts and policies to plan for growth that efficiently uses transportation and transit infrastructure and regional services, promotes land use patterns with clear distinctions between urban and rural areas, and by supporting activity centers along corridors that encourage the development of communities where shopping, jobs and a variety of housing choices co-exist by design.
- Communities designated **Rural Center** in Thrive are local commercial, employment, and residential activity centers serving rural areas in the region. Projects awarded grants in rural centers will be focused the efficient use of land and existing infrastructure, encouraging innovative approaches to development where existing infrastructure and capacity can support increased density, improving land use patterns to reduce carbon emissions.
- The **Development Project** is the development or redevelopment project that provides the deliverables upon which the grant application is scored. Note that in most cases, the grant-funded activities, in and of themselves, do not comprise the development project.
- **Equitable Development** creates healthy vibrant communities of opportunity where low income people, people of color, new immigrants and people with disabilities participate in and benefit from systems decisions, and activities that shape their neighborhoods.
- The **Grant-Funded Activities** are components of the development project described in the application. The grant-funded activities do not, in and of themselves, comprise the development project for which grant funds are awarded.
- A **Living Wage** is 130% of the poverty guideline for a family of four within the 48 contiguous states established annually by the U. S. Department of Health and Human Services. In 2017 this annual wage is \$31,980.
- The process of **Placemaking** can lead to the creation of physical spaces that foster civic engagement, build social connections, catalyze economic development, demonstrate environmental sustainability, and contribute to the unique sense of identity of a project area or neighborhood. LCDA **placemaking** eligible spaces are intentionally designed spaces, such as plazas, squares, greens or courtyards, that serve to create an identity, a focal point of, or gateway to the development. Playgrounds, tot lots, neighborhood parks, or general amenity areas primarily for the use of the development project's tenants are examples of spaces that do not meet eligible **placemaking** criteria for Livable Communities.
- **Site Improvement** means demolition and removal of obsolete structures; grading or soil correction to prepare a site for construction.

Appendix 4: Sample Resolution for a Single Application

RESOLUTION NO. _____

CITY OF _____, MINNESOTA

RESOLUTION IDENTIFYING THE NEED FOR LIVABLE COMMUNITIES DEMONSTRATION ACCOUNT FUNDING AND AUTHORIZING AN APPLICATION FOR GRANT FUNDS

WHEREAS the City of _____ is a participant in the Livable Communities Act's Housing Incentives Program for 2017 as determined by the Metropolitan Council, and is therefore eligible to apply for Livable Communities Demonstration Account funds; and

WHEREAS the City has identified a proposed project within the City that meets the Demonstration Account's purposes and criteria and is consistent with and promotes the purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan Council's adopted metropolitan development guide; and

WHEREAS the City has the institutional, managerial and financial capability to ensure adequate project administration; and

WHEREAS the City certifies that it will comply with all applicable laws and regulations as stated in the grant agreement; and

WHEREAS the City agrees to act as legal sponsor for the project contained in the grant application submitted on _____, 2017; and

WHEREAS the City acknowledges Livable Communities Demonstration Account grants are intended to fund projects or project components that can serve as models, examples or prototypes for development or redevelopment projects elsewhere in the region, and therefore represents that the proposed project or key components of the proposed project can be replicated in other metropolitan-area communities; and

WHEREAS only a limited amount of grant funding is available through the Metropolitan Council's Livable Communities Demonstration Account during each funding cycle and the Metropolitan Council has determined it is appropriate to allocate those scarce grant funds only to eligible projects that would not occur without the availability of Demonstration Account grant funding.

NOW THEREFORE BE IT RESOLVED that, after appropriate examination and due consideration, the governing body of the City:

Finds that it is in the best interests of the City's development goals and priorities for the proposed project to occur at this particular site and at this particular time.

Finds that the project component(s) for which Livable Communities Demonstration Account funding is sought:

will not occur solely through private or other public investment within the reasonably foreseeable future; and

will occur within three years after a grant award only if Livable Communities Demonstration Account funding is made available for this project at this time.

Represents that the City has undertaken reasonable and good faith efforts to procure funding for the project component for which Livable Communities Demonstration Account funding is sought but was not able to find or secure from other sources funding that is necessary for project component completion within three years and states that this representation is based on the following reasons and supporting facts:

List reasons and supporting facts here:

4. Authorizes its _____ to submit on behalf of the City an application for Metropolitan Council Livable Communities Demonstration Account grant funds for the project component(s) identified in the application, and to execute such agreements as may be necessary to implement the project on behalf of the City.

Adopted this ____ day of _____, 2017.

Mayor

Clerk

Appendix 5: Sample Resolution for Multiple Applications

RESOLUTION NO. _____

CITY OF _____, MINNESOTA

RESOLUTION IDENTIFYING THE NEED FOR LIVABLE COMMUNITIES DEMONSTRATION ACCOUNT FUNDING AND AUTHORIZING APPLICATIONS FOR GRANT FUNDS

WHEREAS the City of _____ is a participant in the Livable Communities Act's Housing Incentives Program for 2017 as determined by the Metropolitan Council and is therefore eligible to apply for Livable Communities Demonstration Account funds; and

WHEREAS the City has identified proposed projects within the City that meet the Demonstration Account's purposes and criteria and are consistent with and promote the purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan Council's adopted metropolitan development guide; and

WHEREAS the City has the institutional, managerial and financial capability to ensure adequate project administration; and

WHEREAS the City certifies that it will comply with all applicable laws and regulations as stated in the grant agreement; and

WHEREAS the City agrees to act as legal sponsor for the projects contained in the grant applications submitted on _____, 2017;

WHEREAS the City acknowledges Livable Communities Demonstration Account grants are intended to fund projects or project components that can serve as models, examples or prototypes for development or redevelopment projects elsewhere in the region, and therefore represents that the proposed projects or key components of the proposed projects can be replicated in other metropolitan-area communities; and

WHEREAS only a limited amount of grant funding is available through the Metropolitan Council's Livable Communities Demonstration Account during each funding cycle and the Metropolitan Council has determined it is appropriate to allocate those scarce grant funds only to eligible projects that would not occur without the availability of Demonstration Account grant funding; and

WHEREAS cities may submit grant applications for up to three projects during each funding cycle for LCDA Development Grants and Pre-Development Grants combined, but, using the cities' own internal ranking processes, must rank their projects by priority so the Metropolitan Council may consider those priority rankings as it reviews applications and makes grant awards.

NOW THEREFORE BE IT RESOLVED that, after appropriate examination and consideration, the governing body of the City:

Finds that it is in the best interests of the City's development goals and priorities for the proposed projects to occur at these particular sites at this particular time.

Finds that the project components for which Livable Communities Demonstration Account funding is sought:

will not occur solely through private or other public investment within the reasonably foreseeable future; and

will occur within the term of the grant award only if Livable Communities Demonstration Account funding is made available for these projects at this time.

Ranks the project funding applications, according to the City's own internal priorities, in the following order:

Priority	Project Name	Grant amount requested
1		
2		
3		

Represents that the City has undertaken reasonable and good faith efforts to procure funding for the project component for which Livable Communities Demonstration Account funding is sought but was not able to find or secure from other sources funding that is necessary for project component commencement within the term of the grant award and states that this representation is based on the following reasons and supporting facts:

List reasons and supporting facts here:

Authorizes its _____ to submit on behalf of the City applications for Metropolitan Council Livable Communities Demonstration Account grant funds for the project components identified in the applications, and to execute such agreements as may be necessary to implement the projects on behalf of the City.

Adopted this ____ day of _____, 2017.

Mayor

Clerk

Appendix 6: Sample Resolution for County/EDA/Port Authority Applicants

RESOLUTION NO. _____

COUNTY OF _____, MINNESOTA

RESOLUTION IDENTIFYING THE NEED FOR LIVABLE COMMUNITIES DEMONSTRATION ACCOUNT FUNDING AND AUTHORIZING APPLICATIONS FOR GRANT FUNDS

WHEREAS the County/EDA/Port Authority of _____ is eligible to apply for Livable Communities Demonstration Account funds on behalf of cities participating in the Livable Communities Act's Housing Incentives Program for 2017 as determined by the Metropolitan Council; and

WHEREAS the County/EDA/Port Authority has identified proposed projects within the City of _____ that meet the Demonstration Account's purposes and criteria and are consistent with and promote the purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan Council's adopted metropolitan development guide; and

WHEREAS the County/EDA/Port Authority has the institutional, managerial and financial capability to ensure adequate project administration; and

WHEREAS the County/EDA/Port Authority certifies that it will comply with all applicable laws and regulations as stated in the grant agreement; and

WHEREAS the County/EDA/Port Authority agrees to act as legal sponsor for the projects contained in the grant applications submitted on _____, 2017;

WHEREAS the County/EDA/Port Authority acknowledges Livable Communities Demonstration Account grants are intended to fund projects or project components that can serve as models, examples or prototypes for development or redevelopment projects elsewhere in the region, and therefore represents that the proposed projects or key components of the proposed projects can be replicated in other metropolitan-area communities; and

WHEREAS only a limited amount of grant funding is available through the Metropolitan Council's Livable Communities Demonstration Account during each funding cycle and the Metropolitan Council has determined it is appropriate to allocate those scarce grant funds only to eligible projects that would not occur without the availability of Demonstration Account grant funding.

THEREFORE, the County/EDA/Port Authority of _____ authorizes its' Executive Director to submit an application for Metropolitan Council Livable Communities Demonstration Account grant funds for the project components identified in the application, and to execute such agreements as may be necessary to implement the projects on behalf of the City of _____, where the project is located.

Adopted this ___ day of _____, 2017.

Executive Director

Appendix 6a: County/EDA/Port Authorities - Sample Resolution of Support for LCDA Application

RESOLUTION NO. _____

CITY OF _____, MINNESOTA

RESOLUTION IDENTIFYING SUPPORT OF AN APPLICATION FOR A LIVABLE COMMUNITIES DEMONSTRATION ACCOUNT (LCDA) GRANT SUBMITTED ON BEHALF OF A COUNTY, EDA OR PORT AUTHORITY.

As a participant in the Metropolitan Council's Livable Communities Local Housing Incentives Account program, the city of _____ (name of city or township) supports the application, and any resulting funding award, for the _____ (project name) being submitted by the _____ (name of eligible county/EDA/Port Authority).

Adopted this ____ day of _____, 2017.

Mayor

Clerk



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