**Minnesota Community Development Block Grant**

**Coronavirus (CDBG-CV)**

**Retrofitting Buildings and Commercial Rehabilitation**

**Program Application**

**Minnesota Community Development Block Grant Coronavirus (CDBG-CV)** guidance is located on DEED website at <https://mn.gov/deed/government/financial-assistance/community-funding/small-cities.jsp>. This application packet is only for Retrofitting Buildings and Commercial Rehabilitation Program. Other eligible program component applications are available on the same website as the guidance.

The ***Minnesota CDBG-CV*** Program is designed to help a non-entitlement and entitlement communities or counties to prepare for, prevent, or respond to the health and economic impacts of COVID-19. The activities must be most critical to their locality and serve primarily low- and moderate-income residents.

### Retrofitting Buildings & Commercial Rehabilitation Activities

CDBG-CV funds will be provided to make the necessary retrofit improvements to buildings and commercial rehabilitation in response to COVID-19. All activities must result in a National Objective of urgent need (URG), low-to-moderate income persons (LMA) residing in a qualified area, or prevention of slum and blight conditions (S&B).

The total allocation of the State of Minnesota CDBG-CV funds for this category is $4,500,000.

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| --- | --- |
| **Activity** | **Description and funding allowance** |
| Retrofitting/repurposing buildings | * Repurposing of buildings into COVID-19 patient treatment centers. * Retrofitting of buildings into new or existing food shelves and pantries. * Rehabilitate existing shelters or other facilities to be used for emergency shelter. * Other similar activities related to retrofitting buildings to prepare for, prevent, or respond to COVID-19. |
| Commercial rehabilitation | * Rehabilitate commercial buildings for improvements to HVAC systems and allow for social distancing measures to minimize health and safety issues related to COVID-19. |

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**GENERAL INFORMATION**

* **Applicant must submit two (2) application packets (1 original and 1 copy) of the application on/before** **June 1, 2021**
* **Applicant must be an eligible non-entitlement general unit of local government or an entitlement community**
* **Applications must tie back to activities which prevent, prepare for, and respond to the coronavirus pandemic.**
* **Activities must meet one of the required national objective – benefit to low-to-moderate income or urgent need. To meet LMA, at least 51% of the residents must be LMI persons.**
* **Applications must clearly indicate all the Minnesota CDBG-CVactivities proposed.**
* **The Minnesota CDBG-CV funding request per grantee/activity is described as below:**
  + **Commercial rehabilitation (health & safety/HVAC):** Assumed maximum assistance per building is $25,000.
  + **Repurposing buildings into COVID-19 patient treatment centers:** Assumed maximum assistance per building is $100,000.
  + **Retrofitting existing buildings into Food Shelves/Pantries:** Assumedmaximum assistance per building is $20,000.
  + **Rehabilitating existing facility used for emergency shelter:** Assumed maximum assistance per building is $600,000.
* **Depending on the activities proposed, items must be competitively procured whether by bid or quote.**

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**PROJECT TITLE**:

**PROJECT OVERVIEW:** *(Provide a summary of the proposed activities for which funds are being requested to prevent, prepare for and respond to COVID-19)*

**COMMUNITY NEED**

1. Provide a description of the proposed activity(s) and the scope of the project(s).
2. What is the National Objective for each proposed project type in this application?
3. Describe how COVID-19 has/had intensified the need to addresses the health and/or economic impact of COVID-19 in relation to the proposed activity(s) in your community. Specifically state how the activity(s) will prevent, prepare for and respond to COVID-19.
4. Describe how this need was identified and any community outreach (e.g. surveys, received comments, etc.) that was conducted.
5. Describe how the activity(s) in the application will serve communities disproportionately affected, by or at risk of, COVID-19. Current low-and-moderate income limits are listed in the link: <https://www.huduser.gov/portal/datasets/il.html>
6. Describe the current socioeconomic demographics for the assumed beneficiaries of this funding.

**COMMUNITY IMPACT**

1. What are project(s) objectives and desired outcomes? Be specific, action-focused, achievable and realistic.
2. Describe effective delivery methods for completing project(s) during the pandemic. How will the project(s) operate and account for quarantine recommendations and the need for social distancing?
3. Include a timeline of the projects (32-month period) in this section. Larger projects such as retrofitting/repurposing buildings and rehabbing existing shelters must include a detailed timeline of events including, projected start date and overall duration of the project.
4. How many people/households/businesses will this project(s) assist? How will success be determined?
5. How does the project support the economic and/or community development needs during this pandemic and what is the applicant’s plan in hoping to accomplish and overcome these challenges? If project(s) are to repurpose/rehabilitate (e.g. COVID treatment center/food shelf/existing shelter), how does the applicant plan to maintain the facility after funding has been expended/project has been completed?

**COST EFFECTIVENESS**

1. What specifically will the funding be used for and how were costs determined for this activity(s)? Provide a breakdown.
2. Would this project(s) be able to proceed on a reimbursement basis?
3. Who are the project partners? Explain the significance of the project partners and how their involvement will result in the success of the project. Partnerships are strongly encouraged. ***Note:*** *Please address how duplication of benefits will be addressed in the Duplication of Benefits Plan.*
4. Include local match and in-kind services in the description. A match is not required under this program but, it will be considered during the evaluation process. ***Note:*** *Be sure the costs that are discussed here align with the proposed budget submitted with this application.*

**Provide achievable goals in this data table below:**

Projects in this application must comply with Davis Bacon Act and Federal Labor Standards requirements. Davis Bacon Act wage rates may be found at [here](https://beta.sam.gov/search?keywords=&sort=-modifiedDate&index=wd&is_active=true&page=1).

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| **MN CDBG-CV activities**  **Retrofitting Building and Rehabilitation of Commercial Buildings** | | | |
| **Activity** | **National Objective (Urgent Need /LMI/LMA)** | **Total No. of building proposed** | **No. of Low to Moderate Income Persons Benefiting** |
| 1. Repurposing buildings into COVID-19 patient treatment centers |  |  | (Specify the # of patients that may be served) |
| 1. Retrofitting buildings into new or existing food shelves/pantries |  |  |  |
| 1. Rehabilitate existing shelters or other facilities for emergency shelters |  |  |  |
| 1. Commercial rehabilitation (health & safety/HVAC systems) |  |  |  |
| **TOTAL** |  |  |  |